

CHICHESTER CITY COUNCIL

MINUTES OF THE BUSINESS REVIEW COMMITTEE

HELD ON FRIDAY 19 JULY 2013 AT 10.00AM

PRESENT : Councillors Campling, T Dignum, Plowman, Siggs and Woolley

ALSO PRESENT : Councillor French

APOLOGIES : Councillor Evans

IN ATTENDANCE : Town Clerk, Property Manager and Finance Manager
Mr Tom Bell, Chichester District Council (for Item 5 only)
Mr Ian Patrick, West Sussex County Council (for Item 2(i) only)

10 MINUTES

RESOLVED that the Minutes of the Meeting held on 31 May 2013, having been printed and circulated, were submitted and the Chairman was authorised to sign the same as a correct record.

11 LOCAL PLAN/NEIGHBOURHOOD PLAN

This item was taken first to enable Mr Tom Bell, the newly appointed Neighbourhood Plan Officer, Chichester District Council to address the Committee.

Mr Bell explained the key points pertaining to the preparation of the Neighbourhood Plan for the city. Particular emphasis was placed on consulting local key groups from which it would be advisable to establish a Steering Group.

Details of funding opportunities were also explained.

The Chairman said that the City Council had been considering the appropriateness of a Neighbourhood Plan for the city for some time now, and whether this should be a plan for the whole city or a particular area; it was noted that any area defined need not necessarily follow the Local Government administrative ward boundaries for the city.

It was RESOLVED that the Committee support the establishment of a Neighbourhood Plan for a specific area of the city, with particular emphasis on the west, the precise area to be established and that the next steps be to organise a public meeting to explain the intent of the City Council and so settle the establishment of a Steering Group with a wide-ranging membership.

12 BUS SHELTERS

As requested at the last meeting of the Committee, details of the various representations against the provision of shelters in South Street had been circulated to members.

Mr Ian Patrick of West Sussex County Council was present for this item and reminded the Committee of decisions made to date. In view of the representations received it was now proposed only to pursue the provision of benches in South Street but benches and shelters would be provided in Market Avenue. Particular sensitivities apply to the provision of new bus shelters in West Street and this would be considered at a later date in full consultation with interested parties. The particular concern of the Cathedral authorities was noted.

Mr Patrick confirmed that Section 106 funding obtained by the County Council was available for the benches in South Street and the shelters and benches in Market Avenue to be provided. Quotations have been obtained by Chichester District Council (who manage all other shelters in the city) and each shelter would cost some £8,200 and this included routine maintenance for 5 years although emergency maintenance was not included (an idea of this latter cost would be obtained from the District Council).

RESOLVED that the City Council should take forward to provision of benches in South Street and bus shelters and benches in Market Avenue as a City Council responsibility and the Property Manager would pursue this matter in consultation with District and County colleagues.

Mr Patrick was thanked for attending the meeting and for working in harmony with the City Council to achieve this outcome.

13 PUBLIC CONVENIENCES - CHICHESTER DISTRICT COUNCIL MEMORANDUM OF UNDERSTANDING

Further to previous discussions a Memorandum of Understanding relating to the public conveniences in the city had been received from Chichester District Council and this was considered by members.

It was RESOLVED that in paragraph 6.3 the Florence Park public conveniences be included and that as a result of this amendment paragraph 6.4 be deleted. In paragraph 6.6, the amount to be included would be £10,000. It was noted that the proposal to include the sum of £20,000 by the District Council was equivalent to a 4% increase in the Council's Revenue Budget. The Committee noted the comments of Councillor Dignum concerning the possible closure of Florence Park.

14 HERITAGE STREET LIGHTING

The Chairman said that there had been a number of discussions with key players including Chichester District Council, the County Council, SSE (the contractor) and The Chichester Conservation Area Advisory Committee.

The Chairman asked the Property Manager to give a summary of current developments. The Property Manager said that this was indeed a very complex issue and he explained the key points.

The general feeling of the Committee was that there was great merit in the City Council supporting the provision of the heritage lighting columns and various options about the locations were debated.

It was RECOMMENDED that the Finance Committee be requested to allocate £100,000 of capital funding to enable the provision of heritage lighting columns in specified areas (a re-worked schedule to be considered further by the Chairman and the Property Manager and further that this sum include the LED uplift of heritage lamps within the city walls. The Property Manager was thanked for the work that he had done in recent weeks in this matter.

15 NEW HOMES BONUS

Documents prepared by Chichester District Council giving details of the 'New Homes Bonus' and the way in which application should be made to access it had been circulated to the Committee.

There are a number of organisations already identified by Councillors including the proposed Whyke Community Centre, toilets at Chichester Planetarium, OxMarket landscaping, Regnum Guides Hut Whyke Lane, toilets at the Canal Basin, New Park Road Centre and the running track at the University of Chichester. It was likely that more would be forthcoming.

It was RESOLVED that the Group Leader appoint Councillors to act in a liaison capacity with prospective applicants. A Special Council-in-Committee meeting would be held on 7 August 2013

at 5.30pm at which all applicants would be given the opportunity to make a short presentation of their submission and after hearing all the submissions the Council would decide upon preferred schemes to pursue an application for funding.

16 RISK MANAGEMENT

Details of the Risk Management Register had been circulated and were noted. It was further noted that the Officers would be investigating further matters relating to the computer and data security.

17 DATE OF NEXT MEETING

The Town Clerk would consult with members about a further meeting of the Committee being held on a date to be agreed in August 2013.

Post Meeting Note: Friday 30 August 2013 at 10.00am.

The meeting ended at 11.54am.