

CHICHESTER CITY COUNCIL

MINUTES OF THE COMMUNITY AFFAIRS COMMITTEE

HELD ON MONDAY 28 OCTOBER 2013 AT 5.30PM

- PRESENT : Councillors Apel, Budge, Evans, Macey and Siggs
- EX-OFFICIO : Deputy Mayor (Councillor Hughes)
Councillors Plowman and Woolley
- ALSO PRESENT : Councillors French and Scicluna
Dan Sanders - Principal Community Officer, West Sussex County Council
Graham Pound - Friends of Valletta
Brenda Gay - Friends of Ravenna
- IN ATTENDANCE : Town Clerk and Administration Manager
- APOLOGIES : The Mayor (Councillor Chaplin)
Councillor Holman

31 MINUTES

RESOLVED that the Minutes of the Meeting held on 5 August 2013, having been printed and circulated, were submitted and the Chairman.

32 POLICING AND SECURITY IN THE CITY

(a) General Update for Sussex Police

There was no Sussex Police representative at the meeting.

(b) Community Wardens

The Community Wardens were unable to attend the meeting but a Report had been submitted by Sue Long, Community Warden for the West Ward; the Report had been circulated to all members prior to the meeting.

33 PRESENTATION BY DAN SANDERS, PRINCIPAL COMMUNITY OFFICER OF WEST SUSSEX COUNTY COUNCIL ON FUNDING OPPORTUNITES

The Chairman welcomed Dan Sanders to the meeting.

Mr Sanders explained funding opportunities that were available to Parish Councils with the main funding being available from Section 106 monies although there was a smaller amount of monies available to Parish Councils for small schemes that the councils may wish to undertake. Any schemes/projects undertaken would have to be supported by the City Council.

Section 106 monies from the County Council were available for highway schemes and the process for applying for funding was straightforward, there was a criteria that any project would have to meet. West Sussex County Council would be happy to work with the City Council to highlight highway schemes in the parish and the City Council could act as the project managers for any scheme undertaken.

Mr Sanders confirmed that monies were available for the whole parish and not just the City Centre. Members mentioned a few possible highway projects and it was recommended that Mr Sanders and the Town Clerk liaise on possible highway projects for the parish.

34 REPORTS FROM REPRESENTATIVES OF FRIENDS OF CHARTRES AND RAVENNA

(a) Friends of Chartres

The Friends of Chartres report had been circulated to all members and noted.

(b) Friends of Ravenna

The Friends of Ravenna report had been circulated to all members and noted.

(c) Friends of Valletta

The Friends of Valletta report had been circulated to all members and noted.

Representatives of the Friends' Groups would be meeting shortly to discuss their involvement in the 2014 Festival of Chichester following their success with the 'Tale of Three Cities' event held in July 2013.

35 RU PEACE FOUNDATION VISIT

The Town Clerk reported that representatives from the RU Peace Foundation in Russia would be visiting Chichester in November and would meet with the Mayor and representatives of the Chamber of Commerce, Chichester College, etc, over a lunch that was being organised in the Council Chamber for Monday 18 November 2013. It was noted that the representatives from the RU Peace Foundation were still awaiting their Visas to be approved.

36 EUROPEAN WALLED TOWNS SYMPOSIUM 2013 - DERRY, NORTHERN IRELAND

The Mayor and Councillors French and Scicluna had attended the European Walled Towns Symposium in Derry, Northern Ireland between Wednesday 23 and Saturday 26 October 2013 as the City Council's delegates.

Councillor Scicluna had produced a brief report on the Symposium and this was circulated at the meeting. Both Councillors French and Scicluna commented that the Symposium programme had been very full and informative. At the Annual General Meeting the Mayor of Derry presented the Walled Towns flag to Councillors French and Scicluna in readiness of the 2014 Symposium being held in Chichester.

37 EUROPEAN WALLED TOWNS SYMPOSIUM 2014

The Committee were advised by Councillor Scicluna that the proposed dates for the Chichester 2014 European Walled Towns Symposium, Wednesday 10 September to Saturday 13 September, had raised concerns with some of the delegates attending the Derry Symposium as it was the same time as the annual European Heritage Days event. It had been suggested that Chichester revisit the proposed dates. The Town Clerk explained that the dates proposed were when the Council House was free of bookings; however he would investigate the possibility of alternative dates.

38 WORLD WAR ONE CENTENARY

The Town Clerk advised that Heritage Lottery Funding was available to parish councils planning an event to commemorate the centenary. The views of the local service organisations and Freedom Holders would be sought on this matter.

It was considered that any event commemorating the centenary should include a service at the War Memorial in Litten Gardens.

Councillor Plowman advised that the Friends of Priory Park were planning to hold an event on Monday 4 August 2014 in the Park as Priory Park was presented to the citizens of Chichester by His Grace Charles Henry 7th Duke of Richmond and Gordon on 30 September 1918 as a perpetual memorial to the Great War.

It was RESOLVED that a Working Group be established to discuss how the City Council can commemorate the centenary of World War One. The Working Group would consist of Councillors Hughes, Plowman, Scicluna and Siggs.

39 STREET LICENSING ACTIVITIES

The Town Clerk reported that a response had been received from the Chief Executive of Chichester District Council on the City Council taking over the responsibility of licensing certain street activities. In her email, Mrs Shepherd had commented on Charitable Street Collection and Street Trading Consents and how the administration of both these activities were currently carried out by the District Council and that any policies regarding these activities would need to be adhered to if the City Council took over responsibility. The heavy resource matter of illegal street trading, eg. pedlars, which was currently being monitored by District Council would remain with the District Council unless the City Council stated it now wished to take on this responsibility.

The Town Clerk said that, from an Officers viewpoint, no issues arose about direction of policy by Chichester District Council if administrative work came the way of the City Council. Likewise, Officers accepted the complexities of enforcement and associated work being done by Chichester District Council. In both cases, however, there would be an expectation of on-going dialogue and consultation with the City Council if the City became the administering authority.

Differing views were expressed by members of the Committee on the matter of the City Council taking over the responsibility of street activities currently undertaken by Chichester District Council and West Sussex County Council, ie. busking. There was a view that the current set-up should continue and pressure put on the various agencies to offer an improved service, whereas another view expressed was that of offering a more 'joined-up approach' if the activities were licensed from one source, eg. Chichester City Council.

The Town Clerk advised that in her email, Mrs Shepherd had assessed the City Council taking over the responsibility of certain street activities against the principles that had been previously discussed, namely :

1. An improvement to the customer experience or at least no worst position - very little 'customer' interaction so limited improvement.

The Town Clerk considered that the "local knowledge" factor of the City Council staff as well as the logical positioning of the City Council offices would bring advantages to the "customer experience".

2. No cost to CDC or preferably savings to both parties – no obvious savings to CDC, City Council would need additional expertise (not presently available in their workforce), small loss of income for CDC.

The Town Clerk disagreed with the comment about the "not presently available in their workforce" as he did not know how Chichester District Council officers could form an opinion without full knowledge of the experience and qualifications of City Council staff or first hand management experience of their skills and talents. City Council staff had tackled many organisational challenges over the years and had risen to the occasion, delivering quality outcomes with attention to detail and sound administrative procedures.

Post Meeting Note : Staff had previously organised one and two day street markets in the City Centre and were fully aware of street trading requirements.

3. An assessment of risk - to ensure that, for example, that if it took on service that CCC had the capacity to deliver it and maintain it in the longer term - unsure, without additional income, how City Council would resource

The Town Clerk acknowledged this comment as a fact that would be one for the City Council to determine at the appropriate time if it was decided to take this matter further.

4. The ability for CDC to still operate any retained element of the service i.e. no illogical splitting of services - charitable street collections would still need to be licensed outside of the city centre.

The Town Clerk readily acknowledged this comment.

5. Consideration and approval by Councillors - all agreements would need agreement of Licensing Committee as the delegated committee for the various licensing regimes.

The Town Clerk readily acknowledged this comment.

Councillor Woolley proposed and was seconded that the Town Clerk approach Chichester District Council and West Sussex County Council requesting the administration involved with Charitable Street Collections, Street Trading Consents, Busking, and Pre-Planned Activities on the Highway become the responsibility of Chichester City Council.

Councillor Evans proposed an amendment to Councillor Woolley's proposal and was seconded, that all the administration involved with Charitable Street Collections, Street Trading Consents, Busking, and Pre-Planned Activities on the Highway become the responsibility of Chichester District Council.

Councillor Evans' proposal was put to the vote and lost.

The substantive proposal by Councillor Woolley was put to the vote and carried.

RESOLVED that the Town Clerk approach Chichester District Council and West Sussex County Council requesting the administration involved with Charitable Street Collections, Street Trading Consents, Busking, and Pre-Planned Activities on the Highway become the responsibility of Chichester City Council.

40 BUS SHELTERS

The Town Clerk advised that Chichester District Council would be contacting the City Council on taking over responsibility of the Bus Shelters in Chichester. The District Council had been asked to submit costs currently incurred on Bus Shelters so that a figure could be included in the City Council's 2014/2015 Budget.

41 CHICHESTER DISTRICT COUNCIL'S ALL PARISHES MEETING - FEEDBACK

The Chairman had attended the District Council's All Parishes Meeting on 17 October 2013 and reported that there had been some interesting presentations on the increase of Sussex Police officers and Community Support Officers, the methodology used in East Sussex when Travellers arrived in the area and the process of Fracking. Discussions had also included the reduction in the District Council's Council Tax Scheme to parishes and the future possibility of parish councils being capped with regards to setting Precepts.

42 CHICHESTER IN BLOOM

The Administration Manager advised that Chichester had won Gold in the City Centre Category of the South & South East in Bloom Competition and were also category winners.

This had been the fourth year Chichester had won Gold in this category and once again it reflected the effective partnership working between the City Council, District Council, Contract Services, County Council and the City Centre Partnership.

Chichester entries in the 'It's Your Neighbourhood' category of the competition had also been successful; entrants included Chichester Canal, Graylingwell Community Garden, Bramber Road, The Broadway/Highland Road and Marriott Lodge.

The Committee were advised that a budget of £25,000 had been included in the 2014/2015 Budget for Chichester in Bloom and this amount would enable Summer and Winter floral displays in the City Centre. It was uncertain about the level of contribution from Chichester District Council would be forthcoming for Chichester in Bloom in 2014. The City Centre Partnership contributed to the 2013 scheme and would do so again 2014.

The Administration Manager explained that at the last Chichester in Bloom Steering Committee officers from the City Council, District Council and the City Centre Partnership expressed their views over entering the South & South East in Bloom Competition in 2014 and questioned whether after 4 years of winning the category was it worthwhile to continue and how could the entry be improved.

Other members of the Steering Committee saw the competition as 'something for everyone to aim for'.

It was stressed that if Chichester did not enter the Competition, this would not have any effect on the standard or number of floral displays in the City Centre, and several places in the City Centre had already been identified for more hanging baskets to be displayed. Also, the City Council would continue to help/guide/advise neighbourhoods on entering the 'It's Your Neighbourhood' category of the South & South East in Bloom competition.

Councillor Plowman commented that by entering the South & South East in Bloom Competition it gave all those involved a feeling of achievement and was a 'goal to aim for' for those that needed encouragement and coaxing into taking part in a competition.

It was RESOLVED that Chichester do not enter the 2014 South & South East in Bloom Competition but continue to support entrants in the 'It's Your Neighbourhood' category of the competition.

43 MINUTES OF SUB-COMMITEES/WORKING GROUPS

(a) Walled Towns Symposium 2014 Working Group

RESOLVED that the Minutes of the meeting held on 8 October 2013 having been circulated be approved.

44 ITEMS FOR INCLUSION ON THE AGENDA FOR THE NEXT ORDINARY MEETING

- Policing & Security in the City
- Reports from Friends of Chartres & Ravenna & Valletta

The meeting ended at 7.18pm.