

CHICHESTER CITY COUNCIL

MINUTES OF THE BUSINESS REVIEW COMMITTEE MEETING

HELD ON THURSDAY 26 MARCH 2015 AT 10.00AM

PRESENT : Councillors Apel, Campling and Plowman (Chairman)

APOLOGIES : Councillor T Dignum, Evans and Woolley

IN ATTENDANCE : Administration Manager and Finance Manager

38 MINUTES

The Minutes of the Business Review Committee Meeting held on 29 January 2015 having been circulated, were signed by the Chairman as a correct record.

39 SECTION 106 MONIES

The Administration Manager advised that instruction had been placed with Archibald Shaw to proceed with commissioning topographic surveys together with sub-surface plant surveys and the production of design drawings and specification for the six proposed Section 106 projects. However, no further information was available to report to the Committee at the present time.

40 HERITAGE LIGHTING

The Committee noted that SSE lighting programme was continuing and that the City Council had asked West Sussex County Council to investigate when the City Council would be invoiced for the work and was advised that SSE were currently preparing the invoices and these were awaited.

In some areas of the City, lighting had been fitted with temporary fittings whilst correct fittings were awaited.

41 WEST SUSSEX COUNTY COUNCIL SECTION 106 PROJECTS

The Committee were advised that no forthcoming information had been received from West Sussex County Council on the City Council project managing a number of projects within the City on behalf of the County Council.

This matter would continue to be pursued with West Sussex County Council and that if the City Council did undertake any project, part of the Contract would have to include funding for project management.

42 COMMUNITY WARDEN FUNDING

The Chairman explained that there was a need to have a Community Warden for the City Centre and that this should be investigated further with Chichester District Council to ascertain their vision/funding for the continuation of Community Wardens in Chichester.

43 COUNCIL WARD REVIEW

There was nothing to report on this matter since the last Committee meeting and it was agreed this matter be deferred to the new administration.

44 LOCALSIM - UPDATE

The Committee were advised that no further information had been received from West Sussex County Council on the City Council taking over the administration of Busking and Pre-Planned Street Activities. There had also been no further contact from Chichester District Council on street licensing matters.

It was discussed that as the City Council and the Council House were located in the City Centre it would be beneficial to promote a 'Help Point' or a 'Chichester Information Point' for visitors to the City as currently the staff working at the front of the Council House already helped and advised visitors visiting the area.

45 LOCAL PLAN - UPDATE

The Chairman advised that the Inspector had confirmed that no further Hearings would be required and that her report would be submitted in say two months time.

A recent Public Meeting had been held on the proposed development site of Whitehouse Farm and the Chairman reported on this.

It was also noted that Neighbourhood Plans for small areas of the City may need to be produced to accommodate the proposed housing numbers.

46 ELECTRONIC DELIVERY OF AGENDA PAPERS AND RELATED MATTERS

The Administration Manager advised that an amendment had been made to the Local Government Act 1972 Schedule 12 which now enabled Summons to meetings to be sent electronically to members.

This matter was discussed by the Committee and it was Recommended that the current practice of copying Agendas, associated paperwork and Minutes in hard copy format continue.

The cost of photocopying in-house was minimal and if members collected their post from their postal pigeon holes, the cost of distributing paperwork would be significantly decreased.

Electronic delivery of Agenda Papers and associated paperwork would only work if there was a 100% uptake by all members.

47 ITEMS TO BE INCLUDED ON THE AGENDA FOR THE NEXT MEETING AND DATE OF THE NEXT SCHEDULED MEETINGS

- Section 106 Monies
- West Sussex County Council Section 106 Projects
- Community Warden Funding
- Council Ward Review
- Localism (i) One Stop Shop (ii) 'Help-Point'
- Local Plan
- Community Assets

The next meeting of the Business Review Committee would be on Thursday 25 June 2015 at 10.00am.

Before closing the meeting the Chairman thanked the Committee for their support during the past year.

The meeting ended at 11.15am.