

**CHICHESTER CITY COUNCIL**

**MINUTES OF THE BUSINESS REVIEW COMMITTEE MEETING**

**HELD ON THURSDAY 29 JANUARY 2015 AT 10.00AM**

PRESENT : Councillors Apel, Campling, T Dignum, Evans, Plowman (Chairman) and Woolley

IN ATTENDANCE : Town Clerk and Administration Manager

30 MINUTES

The Minutes of the Business Review Committee Meeting held on 16 October 2014 having been circulated, were signed by the Chairman as a correct record.

The Property Manager's report was circulated to all members with the Agenda. The report related to the following three Agenda items.

31 SECTION 106 MONIES

The Committee noted that following the joint presentation by the Property Manager and Chairman of the Chichester Business Improvement District (BID), the West Sussex County Local Committee (CLC) South approved funding of up to £20,000 for the design and feasibility stage of the following projects :

1. St Martin's Street

Raise the road level of St Martin's from East Street up to the rear doors of Marks & Spencer.

2. Little London

Raise the road level of Little London from East Street to entrance car park, to provide a single level shared use surface.

3. Cooper Street

Raise the road level.

4. North Street

Widen the pavement.

5. East Street

Widen the pavement.

6. Oxmarket Twitten & Backs

Re-lay paving in Twitten, remove existing railing in backs, relay paving and improve lighting.

Once arrangements to access the funding have been confirmed by West Sussex County Council an instruction will be sent to Archibald Shaw to proceed with the following;

- (i) Commissioning of topographic surveys together with sub-surface plant surveys for all six sites under one contract.
- (ii) Production of design drawings and specification.

Once this stage has been completed a decision can be taken on which projects should go ahead and be presented to the CLC South along with a funding application for the construction stage.

## 32 HERITAGE LIGHTING

The Committee noted that SSE had started to receive the Heritage lantern heads and these had been installed, along with the column embellishments in Priors Road. This would continue over the next few weeks. The “Chichester” style wall mounted lanterns had now been obtained and would be fitted (when the property owner consents had been obtained) onto the existing wall brackets in the Pallants, Little London and St Martin’s/Lion Street.

Councillors Plowman and Woolley both commented on how good the new lanterns looked in Chapel Street and Priors Road. It was suggested that a Press Release be issued from the City Council on the Heritage street lighting.

The installation date for the new lighting in the City Centre was still unknown but this would be investigated.

## 33 WEST SUSSEX COUNTY COUNCIL SECTION 106 PROJECTS

The Property Manager had been asked by West Sussex County Council Highways to Project Manage a number of projects within the City. Those currently under discussion included the re-surfacing works to the access road to Florence Park Pavilion and car park, off Pound Farm Road and re-surfacing work to Whyke Road.

West Sussex County Council Highways are justifying their request on the basis that they have insufficient resources to progress these necessary projects and that they cannot instruct any contractor other than their current partner Balfour Beatty, whose work programme stretches several years ahead.

By asking the City Council to Project Manage these works West Sussex County Council hope to be able to have them completed much quicker by alternative contractors, which is seen as a benefit to the community. Councillor Evans, as a County Councillor, advised that if the City considered a project to be a priority, then this would be the way ahead for it to be carried out. He added that this setup had been trialled with another large parish council, Burgess Hill.

The Committee noted that the City Council would be providing project management free of charge and without significant recognition and at the detriment of the Property Manager’s workload for the City Council. The Town Clerk said that the Property Manager had advised West Sussex County Council that he did not have highway works experience.

The Committee felt that more information was required on the proposed projects and queried why the County Council’s contractor, Balfour Beatty, could not sub-contract the work out. Funding was already available for the projects.

This matter would be discussed further at the next meeting of the Committee.

#### 34 LOCALISM - UPDATE

The Town Clerk advised that a meeting had taken place recently between Officers of the City Council and West Sussex County Council on the letter received before Christmas from the County Council handing over the administration of Busking to the City Council.

Unfortunately the letter did not include the administration of 'Pre-Planned Activities on the Highway' which the City Council deemed to be imperative if the administration of Busking is to be undertaken.

The meeting had been encouraging and West Sussex County Council Officers were to discuss the matter further with Cabinet members and report back to the City Council.

Councillor T Dignum commented on a number of items in the City Council Business Plan which interacted with Chichester District Council, for example the Memorandums of Understanding between the two Councils for Cemeteries and Priory Park Public Conveniences and these were positive moves between the two Councils.

Councillor T Dignum advised that consideration should be given to the continuation of providing funding for Community Wardens.

The Committee were also advised that Chichester District Council had applied to the Electoral Commission on reviewing the number of Councillors in the district. However, it was the District Council that was responsible for the number of Councillors in Parishes. Any changes in the number of Councillors and the review of boundaries would not take place until 2019.

The Chairman suggested the establishment of a Working Group consisting of Councillors T Dignum, Evans and Plowman to discuss this matter in general terms and that the Town Clerk carry out research as to whether other large local councils are planning electoral reviews.

#### 35 LOCAL PLAN - UPDATE

The Chairman advised that the proposed amendments to the Local Plan were currently out to consultation until the end of February 2015. This matter had been discussed by the City Council's Planning & Conservation Committee (Minute 85 of the Planning & Conservation Committee Meeting on 14 January 2015 refers) and their comments would be forwarded to the District Council.

#### 36 ITEMS TO BE INCLUDED ON THE AGENDA FOR THE NEXT ORDINARY MEETING

- Section 106 Monies
- Localism
- Local Plan
- Heritage Lighting
- Community Warden Funding
- Council Ward Review
- West Sussex County Council Section 106 Projects

#### 37 DATE OF NEXT MEETING

Thursday 26 March 2015 at 10.00am.

The meeting ended at 11.15am.