




The Council House • North Street • CHICHESTER • West Sussex • PO19 1LQ
Tel : 01243 788502 • Fax : 01243 773022
Email : clerk@chichestercity.gov.uk • Website : www.chichestercity.gov.uk

Town Clerk : R Duggua RD BA (Hons)

**YOUR ATTENDANCE IS REQUESTED AT A MEETING OF THE
FINANCE COMMITTEE
TO BE HELD IN THE COUNCIL CHAMBER
AT 5.30PM ON TUESDAY 11 JUNE 2019**


Town Clerk

AGENDA

1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN FOR 2019-2020
In accordance with Standing Order 41
2. APOLOGIES FOR ABSENCE
3. CHAIRMAN AND VICE-CHAIRMAN OF THE STANDING COMMITTEE SHALL BE VOTING MEMBERS OF EVERY SUB-COMMITTEE APPOINTED BY IT UNLESS THEY SIGNIFY THEY DO NOT WISH TO SERVE (in accordance with Standing Order 45)
4. PROPERTY SUB-COMMITTEE EXPRESSIONS OF INTEREST FOR MEMBERSHIP
Member Services Support Officer to report
5. MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 16 APRIL 2019
Copy attached
6. DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING
7. UPDATE FROM PREVIOUS MINUTES
 - Mayors Trophy
 - 85 and 85A bus services between Arundel and Chichester
 - Maurice Patten statue
8. INTERNAL CONTROL POLICY AND RISK MANAGEMENT ACTION PLAN
Copy attached
9. STATEMENT OF ACCOUNTS 2018/19
Copy attached
Recommendation to Full Council on Wednesday 19 June 2019 for approval and signing of the Statement of Accounts
10. BUDGETS TO BE CARRIED FORWARD FROM 2018/19 AND BUDGETS TRANSFERRED TO RESERVES
Copy attached

11. ANNUAL GOVERNANCE STATEMENT (Part 1 of the Annual Return)
Recommendation to Full Council on Wednesday 19 June 2019 for approval and signing
12. ACCOUNT STATEMENTS (Part 2 of the Annual Return)
Recommendation to Full Council on Wednesday 19 June 2019 for approval and signing
13. INTERNAL AUDITOR
Deputy Town Clerk to report (*Copy attached*)
 - Report on Internal Audit requirements
 - Appointment of Internal Auditor
14. INVESTMENT REGISTER
Copy attached
15. CLIMATE CHANGE (**Council Minute 52 and 53 refers**)

NOTICE OF MOTION (1) FROM COUNCILLOR SHARP

In light of the incredible success of the Blue Planet series in raising awareness of the dangers of single-use plastic, this Council:

1. Thanks and congratulations to the City Council staff on their use of real glasses and crockery in City Council functions and meetings.
2. Supports and looks into the feasibility of joining the "Refill" Scheme that West Sussex is setting up
3. Will gradually work towards reducing and subsequently eliminating the use of single-use plastics (e.g. using refillable containers for cleaning products, eliminating so-called disposable plastic cups and avoiding using laminating sheets for one-off occasions – reusable plastic sleeves can be used instead.)
4. Encourages the City Council staff to liaise with hirers of the facilities to ensure that hirers have considered reducing or eliminating their use of single-use plastics.

This Council recommends that the conditions of hire of the building should in the longer term be modified to include discouraging the use of single-use plastics wherever practically possible and encouraging the use of other alternatives that are compostable.

5. Promotes a deposit system to the District and County Councils and to our MP. Such a scheme has the potential to revolutionize our reliance on single-use plastics and keep litter off the streets. (Residents would be incentivised to return bottles to shops in order to get their deposit back).
6. Sets up a Task and Finish Group to look into the use of single-use plastics in the City Council's work and the Council's role as a promoter of best practise to the citizens of Chichester.

NOTICE OF MOTION (2) FROM COUNCILLOR SHARP

1. All governments (national, regional and local) have a duty to limit the negative impacts of Climate Breakdown, and local governments that recognise this should not wait for their national governments to change their policies. It is important for the residents of Chichester and the UK that cities commit to carbon neutrality as quickly as possible;

2. Cities are uniquely placed to lead the world in reducing carbon emissions, as they are in many ways easier to decarbonise than rural areas – for example because of their capacity for local energy generation and public transport;
3. The consequences of global temperature rising above 1.5°C are so severe that preventing this from happening must be humanity's number one priority; and,
4. Bold climate action can deliver economic benefits in terms of new jobs, economic savings and market opportunities (as well as improved well-being for people worldwide).

Full Council calls on the Mayor to:

1. Declare a 'Climate Emergency';
 2. Pledge to make the city of Chichester carbon neutral by 2030, taking into account both production and consumption emissions;
 3. Call on Westminster to provide the powers and resources to make the 2030 target possible;
 4. Work with other councils and governments (both within the UK and internationally) to determine and implement best practice methods to limit Global Warming to less than 1.5°C;
 5. Continue to work with partners across the city and region to deliver this new goal through all relevant strategies and plans;
 6. Set up a Task and Finish Group to look into the matter in greater detail. Consider whether it would be advisable to take into account climate change impacts, when debating planning applications, or taking part in consultations, commenting on reports, plans and reviews put to the Council.
 7. Report to Full Council within six months with the actions the Mayor/Council will take to address this emergency.
16. FINANCE COMMITTEE TERMS OF REFERENCE REVIEW
Copy attached
 17. CITY COUNCIL STANDING ORDERS REVIEW
To appoint a working party, chaired by the Deputy Mayor, to review the Standing Orders
 18. REQUEST BY THE GREEN PARTY TO LAY A WHITE POPPY WREATH ON REMEMBRANCE SUNDAY
Report of Town Clerk attached
 19. REQUEST BY COUNCILLOR SHARP FOR THE ADDITION OF COUNCILLOR ATTENDANCE RECORDS TO BE ADDED TO THE WEBSITE
Member Services Support Officer to report
 20. ITEMS FOR INFORMATION ONLY
 - (a) MONTHLY RECONCILIATION WITH EVIDENCE OF BANK STATEMENTS TO END OF MARCH 2019
Copy attached

(b) LIST OF CHEQUES PAID FOR MARCH 2019
Copy attached

(c) LIST OF BARCLAYCARD PAYMENTS FOR MARCH 2019
Copy attached

21. ITEMS TO BE INCLUDED ON NEXT AGENDA

22. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Proposal to resolve that the public and press be excluded from this meeting for Agenda Items 23, 24 and 25 only because of the confidential nature of the business to be transacted namely financial matters.

23. STAFFING FOR A PERIOD OF FIVE DAYS IN SEPTEMBER

Confidential Report of Town Clerk attached

24. CHARLES I BUST

Confidential Report of Town Clerk attached

25. FINANCE WORK EXPERIENCE

Confidential Report of Deputy Town Clerk attached

26. DATE OF NEXT MEETING : TUESDAY 22 OCTOBER 2019

To : Members of the Finance Committee

Councillors Scicluna, Harry, Barrie, K Hughes, Dignum

Ex Officio Members :

The Mayor (Councillor Plowman)

The Deputy Mayor (Councillor J Hughes)

Chairman of Planning & Conservation Committee - not yet confirmed

Chairman of Community Affairs Committee - not yet confirmed

The filming, photographing and recording of City Council meetings is now permitted by those members of the press and public attending. This includes the use of mobile devices by those using social media. It would be appreciated if anyone who wishes to do this could let the Chairman know before the meeting commences.

However, these provisions will not apply on occasions where the press and public are excluded from the meeting when confidential matters are discussed.

It is requested that discretion is exercised and nothing done to disrupt or distract the meeting in any way. The Chairman will reserve the right to request that filming/recording ceases if it is having a detrimental effect upon the meeting. If you do not wish to be filmed then please let the Chairman know so that alternative arrangements can be made.