

Town Clerk : R Duggua RD BA (Hons)

**YOUR ATTENDANCE IS REQUESTED AT A VIRTUAL MEETING OF THE
FINANCE COMMITTEE TO BE HELD AT
2.00PM ON TUESDAY 20 OCTOBER 2020**


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Town Clerk

AGENDA

1. APOLOGIES FOR ABSENCE
2. MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 15 SEPTEMBER 2020
(copy previously circulated).
3. DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING
4. UPDATE FROM PREVIOUS MINUTES

The following items do not have updates for presentation at this time. Updates will be presented to future meetings of the Committee as appropriate.

- Chichester City Council Business Plan
- Agenda and Minuting Software
- Council House telephone system upgrade
- (i) Chichester Canal Trust CIL funding request
(Minute 46 refers)
Deputy Town Clerk to report
- (ii) Credit card machine replacement options
(Minute 47 refers)
Member Services Support Officer to report.
- (iii) Council House exterior works
(Minute 47 refers)
Property Manager to report
- (iv) Council House portico
(Minute 47 refers)
Property Manager to report
- (v) Chichester City Council Standing Orders Review
(Minute 47 refers)
To confirm that the new Standing Orders were approved by Full Council at the meeting held on 23 September 2020

- (vi) The Market House
(Minute 4(a) refers)
To note that no further updates have been received from Orion Developments (Southern) Ltd regarding changes to the lease on the Market House and to remind Members that the deadline for a response is 30 October 2020.
- (vii) Chichester Rugby Club New Homes Bonus
(Minute 47(b) refers)
Deputy Town Clerk to report
- (viii) Website upgrade project
(Minute 47(c) refers)
Member Services Support Officer to report
- (ix) Council House Energy and Water Audit
(Minute 47(d) refers)
Property Manager to report
- (x) Litten Gardens paving replacement
(Minute 47(e) refers)
Property Manager to report
- (xi) St James Property Team compound
(Minute 47(f) refers)
Property Manager to report
- (xii) Chichester Street naming book
(Minute 53 refers)
Town Clerk to report
- (xiii) Community Wardens – changes to funding
(Minute 54 refers)
Deputy Town Clerk to report
- (xiv) Civic Awards and Co-vid19 awards
(Minute 55 refers)
To confirm that the Civic Awards for 2020 had been debated at the Council in Committee meeting held on 7 October 2020 and that all recipients had been informed.

To further confirm that a new, one off award for good works in support of the community and residents in Chichester during the pandemic had been approved. A closing date for nominations would be 8 January 2021 with the awards ceremony being held within the current Mayoralty.

New nomination forms, a press release and social media publicity would be forthcoming shortly.

- (xv) Remembrance Sunday 2020 arrangements
(Minute 56 refers)
Member Services Support Officer to report

5. NEW HOMES BONUS

- (i) To approve and minute the terms of Agreement for the 2020/2021 allocation and ensure that the conditions are accepted and understood
Copy of Agreement attached

- (ii) To acknowledge and minute approval for the 3 month extension of the 2017/2018 allocation to New Park Community and Arts Association. The new deadline being 5 January 2021.
Copy of variation approval attached

6. CHICHESTER CITY COUNCIL DRAFT BUDGET – 2021-2022
Deputy Town Clerk's report attached

7. DRAFT CHICHESTER INFRASTRUCTURE PLAN
To consider items in the September 2020 draft Chichester Infrastructure Plan as part of the consultation taking place until 5pm Thursday 16 November 2020
Copy of relevant sections attached - the full document is available to Members on request

8. CITY COUNCIL INVESTMENTS REVIEW
Deputy Town Clerk to report

Kelly Watson from CCLA will be attending to update Members on the structure of the investment fund.

9. RISK MANAGEMENT SCHEDULE
Deputy Town Clerk to report
Risk management action plan attached. The full plan is available to Members on request.

10. TREE PLANTING – MATCH FUNDING COMMUNITY RAISED FUNDS
Councillor Sharp to report

11. CONSULTATION BY CHICHESTER DISTRICT COUNCIL ABOUT ROTARY CLUBS' CHRISTMAS TREE AT MARKET CROSS
Town Clerk to report

12. PURCHASE OF A CITY COUNCIL SPEED INDICATOR DEVICE FOR COMMUNITY USE
Referred by the Community Affairs Committee held on 5 October 2020 for consideration from the Public Realm budget.
Town Clerk to report

13. ITEMS TO BE INCLUDED ON NEXT AGENDA

14. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960
Proposal to resolve that the public and press be excluded from this meeting for Agenda Items 15 and 16 because of the confidential nature of the items to be discussed namely confidential business and staffing matters.

15. NEIGHBOURHOOD PLAN – CHANGES TO STAFFING AND BUDGET
Town Clerk to report
Report to follow

16. FINANCE TEAM STAFF UPDATES
Deputy Town Clerk to report

DATE OF NEXT ORDINARY MEETING: THURSDAY 26 NOVEMBER 2020
Please note change of day

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 (Councillor Joy)
Chairman of Community Affairs Committee (Councillor Apel)

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.