

**MINUTES OF THE COMMUNITY AFFAIRS COMMITTEE**

**HELD ON MONDAY 3 JUNE 2019 AT 5.30PM**

- PRESENT : Councillors Apel, Carter, Lishman and Sharp
- EX-OFFICIO : The Mayor (Councillor Plowman)
- ALSO PRESENT : Councillors Scicluna, Gaskin and K Hughes  
Town Clerk, Member Services Support Officer
- IN ATTENDANCE : Pam Bushby - Divisional Manager - Communities and Wellbeing,  
Chichester District Council  
Julia Sander - Friends of Chartres  
Andrea Hill - Friends of Ravenna  
Graham Pound - Friends of Valletta  
Paula Chatfield - Tree Wardens  
Jenny Cole - Tree Wardens  
Councillor Simon Oakley (West Sussex County Council)  
One member of the public
- APOLOGIES : Deputy Mayor (Councillor J Hughes) and Councillor C Hughes
- ABSENT : Councillors Joy and Gershater

In the absence of a Chairman and Vice-Chairman, the Mayor took the Chair for the first Agenda item.

**1 ELECTION OF CHAIRMAN AND VICE-CHAIRMAN OF THE COMMUNITY AFFAIRS COMMITTEE FOR 2019-2020**

It was proposed, seconded, put to the vote and RESOLVED that Councillor Apel be elected Chairman of the Community Affairs Committee for the remainder of the Council year. There were no other nominations.

Councillor Apel took the Chair for the election of a Vice-Chair.

It was proposed, seconded, put to the vote and RESOLVED that Councillor C Hughes be elected Vice-Chairman of the Community Affairs Committee for the remainder of the Council year. There were no other nominations.

**2 APOLOGIES FOR ABSENCE**

As recorded above.

**3 MINUTES**

RESOLVED that the Minutes of the meeting held on 25 March 2019 having been printed and circulated were signed as a correct record and further RESOLVED that the Minutes of the Special Meeting held on 1 April 2019 having been printed and circulated were signed as a correct record.

#### 4 DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING

The Mayor declared a Personal Interest as a Member of Chichester District Council and Chichester City Conservation Area Advisory Committee

Councillors Sharp and Lishman declared a Personal Interest as Members of Chichester District Council.

#### 5 UPDATE FROM THE PREVIOUS MINUTES

##### **Minute 67** - Public Drinking Fountain

The Town Clerk advised that the situation regarding the drinking fountain in the Council House was as stated in the Agenda item and could not be pursued due to technical reasons, but water was available under the "Refill" scheme.

#### 6 POLICING AND SECURITY IN THE CITY

##### a) Community Warden Update

The Chairman welcomed Pam Bushby, Divisional Manager, Communities and Wellbeing, Chichester District Council, to the meeting. Mrs Bushby reported on the Community Wardens reports noting that each Warden's area had its own challenges. Of particular note is the disparity in the City Centre between daytime presence of rough sleepers and the numbers in the evening. It is thought that this may be due to the presence of the Four Streets Project who supply food and support.

It was also noted that there had been an increase in fly tipping incidents across the City possibly due to the temporary closure of the Westhampnett Household Waste site following a large fire.

##### b) Community Warden Reports

The Committee noted the Community Warden Reports for the City Centre, South, East and West Wards which had been circulated to all members prior to the Meeting.

The Mayor, on behalf of the Committee, thanked the Wardens for their continued hard work in the City.

#### 7 REPORTS FROM REPRESENTATIVES OF THE FRIENDS OF CHARTRES, RAVENNA AND VALLETTA

The Chairman welcomed the representatives of the Friends Associations.

##### 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 circulation to all Members and noted.

##### c) Friends of Valletta

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

## 8 CHICHESTER TREE WARDENS

The Chairman welcomed Paula Chatfield and Jenny Cole from the Chichester Tree Wardens.

The Tree Warden representatives gave a detailed verbal report to the Committee about their activities and initiatives.

Notes were supplied post-meeting and are appended to these minutes for information.

## 9 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.
5. 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.
6. 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).
7. 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

It was RECOMMENDED to Full Council that Chichester City Council believes that:

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).

That the City Council, with the Mayor as our Principal Spokesperson:

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.

## 10 PRESENTATION BY CHICHESTER BID

The Town Clerk advised that, due to personal circumstances, the Chairman of Chichester BID had asked to delay giving a presentation about the work of his organisation to City Councillors until a later date.

It was RESOLVED that the Chairman of BID give a presentation about their work at a later date.

## 11 CAR FREE DAY - UPDATE

Councillor Sharp advised that there are currently no updates on this event, scheduled for 22 September, as the next meeting was being held immediately after the Community Affairs Committee meeting.

## 12 ST PANCRAS SPEEDING

The Town Clerk updated the Committee regarding the creation of a Community Speed Watch Scheme in the St Pancras area and the discussions regarding placement of a Speed Indicator Device (SID).

An outline of options and costs for different devices was given.

Typical cost for an SID	: £2300 to £2800 per unit
Data collection	: £250 to £300 per unit
Solar power unit	: £1155 per unit

There would also be considerations for permissions from the Police, County Council and Scottish and Southern Energy regarding positioning and powering the units.

The Town Clerk also reminded Councillors that, as the issue was last discussed within the six month limitation for reconsideration, it would need to be deferred to a later meeting.

A discussion took place about whether the City Council could take a City-wide approach and install SIDs at other hot spots in a wider effort to tackle speeding.

The Committee also discussed the possibility of mobile units to tackle hot spots on an ad hoc basis. Concerns were raised about the need to involve community groups to monitor this type of unit.

It was RESOLVED that the Town Clerk would be asked to undertake further research on SIDs and mobile units in particular; and that Councillors should canvas opinion from their constituents on the issue. The results to be discussed at the next Community Affairs Committee meeting.

The Mayor left the meeting.

### 13 APPOINTMENT TO ALL PARISHES MEETING 15 JULY 2019

RESOLVED that the Committee Vice-Chairman, Councillor C Hughes and Councillor Carter be approached to represent the City Council at the All Parishes meeting.

### 14 HIGHWAY FLOODING AROUND THE CITY

Councillor Oakley (West Sussex County Council) spoke regarding the issues around the City with highway drainage and the particular challenge that more extreme weather events linked to global warming presented:

- Updates were given about the County Council's work to replacement clogged soakaways under sections of the highway across Chichester. Areas of particular concern are Oving Road, Florence Road and Bognor Road.
- Community involvement in reporting flooding incidents was emphasised. Reports can be made through the Love West Sussex website - <https://love.westsussex.gov.uk/reports/home>
- Operation Watershed was outlined where relevant organisations, i.e. the Parish Council, can apply for funding from West Sussex County Council to manage and resolve flooding issues and blocked drainage in their areas.

Members discussed the issues raised and in particular about the lifespan of the new soakaways being installed and whether plans were being considered for tree planting or storage of the runoff water for use elsewhere.

### 15 APPOINTMENT TO OUTSIDE BODIES

The Chairman introduced a draft list of suggested appointments where volunteers had not already come forward.

It was RESOLVED that the Member Services Support Officer would contact the Councillors who had been proposed but were not present at the meeting.

The Chairman then referred to the matter raised on the Supplementary Agenda.

#### SUPPLEMENTARY AGENDA

#### 1 REVIEW OF TERMS OF REFERENCE FOR THE COMMUNITY AFFAIRS COMMITTEE

The Committee noted the Community Affairs Committee Terms of Reference appended to the Agenda.

It was RECOMMENDED to full Council that the Terms of Reference be revised to include a requirement to consider bio-diversity and the climate.

#### 16 ITEMS FOR INCLUSION ON THE NEXT AGENDA

- Provision of an electric/community bus

#### DATE OF NEXT MEETING

Monday 2 September 2019

The meeting closed at 7.00pm

**APPENDIX TO COMMUNITY AFFAIRS COMMITTEE MEETING MINUTES  
03 JUNE 2019**

**Notes of Tree Warden report**

Volunteer Chichester Tree Wardens, Paula Chatfield and Jenny, reported as follows (links included for ease of reference):

1. In their objective to raise the profile of trees in the city, TWs have participated in **Eco Chi**, a new network of volunteers involved with environmental initiatives. Eco Chi now has a thriving **market stall** offering information and conversation, pretty much outside the Council House. Chichester Tree Wardens are always represented and there are always tree conversations with members of the public.
2. They have also created a new Trees in Chichester **Facebook group** ( <https://www.facebook.com/groups/treesinchi/> ). The original **Facebook page** has been renamed Chichester Tree Wardens ( <https://www.facebook.com/ChiTWs/> ).
3. An **art exhibition** is being explored as a medium-term project.
4. The objective to initiate/help create a comprehensive inventory of Chichester trees envisages an **AUDIT** of what trees Chichester has where. This requires further research – liaising with team members from the Petersfield Trees’ project to understand how they did it; and recruiting more volunteers. In the meantime, TWs are intending to submit records of veteran and notable trees to the Woodland Trust’s **Ancient Tree Inventory** ( <https://iale.uk/ancient-tree-inventory> ; <https://ati.woodlandtrust.org.uk/> ). There are currently only 3 trees in Chichester on this record. TWs have also agreed with James Kenny (CDC archaeologist) a form for **recording commemorative tree plaques** for inclusion on the Historic Environment Record (there is currently no mechanism for recording the trees themselves unless accepted on the Ancient Tree Inventory). N.B. All three Councils have databases that include tree assets in some form or another.
5. Representatives from Chi TWs recently met WSCC arboriculturalists. All arboriculturalist posts are now filled and recruitment is underway for a project officer to assist with the administrative workload arising from ash dieback. A consultant has been appointed to undertake a survey of ash dieback this summer (it is already in Chichester, e.g. Cathedral Way). All tree problems should be reported via Love West Sussex ( <https://love.westsussex.gov.uk/reports/home> ) in the first instance. There is no budget for new tree planting, so most felled trees cannot be replaced; residents can request new trees through WSCC’s “Donate a Tree” scheme ( <https://www.westsussex.gov.uk/roads-and-travel/maintaining-roads-verges-and-pavements/road-and-roadside/donate-a-tree-scheme/> ).
6. Some young trees are showing signs of stress from lack of **water**, as it has been very dry this year. As well as encouraging people to report these trees to WSCC via Love West Sussex, TWs are trying to identify nearby residents to water them (a couple of buckets of water once a week to encourage deeper root growth).
7. Work by the West Sussex Health and Wellbeing Board, including the new West Sussex Joint Health and Wellbeing Strategy, 2019-2024 ( <http://www2.westsussex.gov.uk/ds/cttee/hwb/jhws2019to2024.pdf> ) recognises the importance of nature/green spaces for public health and aims for “health in all policies”.
8. The Government has recently announced the **Urban Tree Challenge Fund**. This covers two years with block bids sought by 28<sup>th</sup> July 2019, minimum £500,000 and 50% match funding. A second funding round will take place next year for smaller projects. It is hoped that opportunities can be found to work together with landowners to submit an expression of interest for next year’s funds.

9. TWs are undertaking background work to respond to this Committee's request to identify tree-planting opportunities in the four main city-centre streets for a potential Public Realm project (Minute 64).
10. The importance of looking after existing trees was emphasised.
11. The Committee was asked if it could identify a contact to work with at Hyde (social housing provider). Clare Apel offered to look into this.