



## CHICHESTER CITY COUNCIL

### REPORT OF THE PROPERTY MANAGER

#### PROPERTY WORKING GROUP MEETING – 1<sup>st</sup> SEPTEMBER 2021

#### COUNCIL HOUSE

- a) **Salix Grant Funded Improvements** – the installation of the solar panels, LED light fittings and low energy hand dryers was completed on 20th August. The scaffold has now been removed.



- b) **Carbon Neutral Strategy** - the Property Manager has furnished Save Money Cut Carbon with all relevant information and continues to liaise with them. It is anticipated that the report and recommendations will be available early September. Other grant funded opportunities are being investigated.
- c) **Proposal to upgrade heating controls to reduce energy costs** – the Property Manager obtained comparative quotes from two contractors, both of which were more expensive than the quote from our preferred contractor Saunders Specialised Services. An order has therefore been sent to Saunders to the value of £7,500 + VAT, to be funded from the Council House reserve.
- d) **Council Chamber** – a structural engineer from Archibald Shaw has carried out a preliminary inspection and confirmed that there are signs of active movement. It appears as though the portico arches, which bear most of the weight, are subsiding slightly, causing the front of the building to drop down. The engineer is preparing a monitoring and investigative proposal.
- e) **Update on event room hire** – since the advent of Covid we have experienced a significant decline in room hire income, for obvious reasons. Cards for Good Causes has booked the Old Court Room again for the coming Christmas season and NADFAS and the Chamber Concerts are tentatively booking events, but the diary is still very empty. It is likely that the decline of room hire will be a continuing trend especially regarding business meetings and training sessions, which will likely continue to be held via videoconferencing. It is necessary to give creative thought to other income generating uses of the Council House function rooms.

#### ALLOTMENTS

**Update** – There are currently 259 people on the waiting list and no vacant plots.

**BUS STOPS/SHELTERS**

**Swanfield Drive** – confirmation is awaited from CDC and A2 Dominion that the necessary land will be made available for the shelter to be installed.

**PUBLIC REALM PROJECTS**

- a) **Wayfinding (finger posts)** – approximately half the new fingers have now been fitted. Delivery of the remaining fingers is expected early in September. There are a small number of fingers that have been manufactured with incorrect angles and will need to be returned for correction.

**BOARD OF TOWN CLERKS**

A quote of £275.00 has been obtained for a wooden board (1800 x 750mm) similar in design to the existing Mayoral Roll board in the Assembly Room anteroom. This will need to be painted in satin black and gold leaf sign written by Derek Pennicott. Before he can provide a quote, he will need to know the exact text required. The Property Manager seeks the members views on what should be including in addition to the names of the twenty Clerk’s to have served the Council to date.

The images below show the existing mayoral board in the anteroom, the proposed profile of the new board and two proposed locations for the clerk board on the main landing.



**Peter Roberts**  
**Property Manager**