



Chichester City Council

FINANCE COMMITTEE

Agenda

**YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE FINANCE COMMITTEE
TO BE HELD IN THE COUNCIL CHAMBER AT 2.00PM ON TUESDAY 13 SEPTEMBER
2022**

Reaney Duggan
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1. APOLOGIES FOR ABSENCE

To receive and approve apologies and reasons for absence from members of the Committee.

2. DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING

3. MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 14 JUNE 2022

To approve and sign as a correct record the minutes of the Finance Committee meeting held on 14 June 2022 and the Special Meeting of Finance Committee held on 8 August 2022.

4. UPDATES FROM PREVIOUS MINUTES

a) Minute 7(a) refers - Speed Indicator Device

Town Clerk to report.

b) Minute 7(c) refers - Neighbourhood Plan

Councillor Plowman to report.

c) Minute 15 refers – Council Chamber, damp in Town Clerk’s office, hopper and downpipe repairs, carpet in lift lobby and Lion Street corridor, Litten Gardens CCTV

To note that all works as described have been completed.

d) Minute 16 refers – IBabs Agenda and Minuting Software

To advise Members that further to additional testing the decision had been taken to not proceed with the procurement of this system.

e) Minute 18 refers – Remembrance Sunday

To advise Members that Officers are in the process of making arrangements for the City Council's Remembrance Sunday Service being held on 13 November 2022.

5. **REVENUE BUDGET MONITORING TO JULY 2022**

Deputy Town Clerk to report. *(report attached)*

6. **EARMARKED RESERVES**

No expenditure to report on earmarked reserves.

7. **PUBLIC REALM PROJECTS**

Deputy Town Clerk to report. *(report attached)*

8. **MINUTES OF THE PROPERTY SUB-COMMITTEE**

To approve and adopt the minutes of the Property Sub-Committee meeting held on Monday 22 August 2022.

Minute 53a refers - to note the decision of the Sub-Committee to request that the Deputy Town Clerk submit a report to the Finance Committee on 13 September 2022 to request the creation of energy efficiency scheme allocation in the CIL infrastructure plan.

This will be discussed under agenda item 12.

9. **MINUTES OF THE PERSONNEL SUB-COMMITTEE**

To approve and adopt the minutes of the Personnel Sub-Committee meetings held on Thursday 21 July 2022, Monday 8 August 2022 and Thursday 1 September 2022.

10. **CHRISTMAS CLOSURE OF CITY COUNCIL OFFICE**

To consider closure of the City Council office for the Christmas break from 12 Noon on Friday, 23rd December 2022 and reopen on Tuesday, 3rd January 2023.

11. **TO CONSIDER A SUGGESTION FROM COUNCILLOR PLOWMAN FOR RECOGNITION OF COUNCILLOR'S PAST SERVICE**

12. **ENERGY EFFICIENCY SCHEMES**

Deputy Town Clerk's report attached.

13. **S106 ALLOCATIONS FOR PUBLIC ART**

Councillor Sharp to report. *(report to follow)*

14. **THE CIVILITY AND RESPECT PLEDGE**

Town Clerk to report .

15. **TWINNING WITH SPEYER**

To consider a recommendation from the Community Affairs Committee meeting to form a twinning connection with Speyer.

16. NEIGHBOURHOOD PLAN UPDATE

Councillor Plowman to report.

17. OPTION TO OPT OUT OF THE SAAA CENTRAL EXTERNAL AUDITOR APPOINTMENT ARRANGEMENTS

Deputy Town Clerk to report..

18. CHICHESTER WARM NETWORK AND STAFFING IMPLICATIONS

Further to discussions at the Community Affairs Committee meeting held on 5 September 2022, to consider funding for maternity cover for the Committee and Communities Officer in anticipation of increased communities related work resulting from the proposed warm homes initiative and to provide continuity of support for the City Council's committees.

19. ITEMS FOR INFORMATION ONLY (*reports attached*)

- a) MONTHLY RECONCILIATION WITH EVIDENCE OF BANK STATEMENTS TO END OF 31 JULY 2022
- b) LIST OF PAYMENTS MADE FOR APRIL, MAY, JUNE AND JULY 2022
- c) LIST OF BARCLAYCARD PAYMENTS FOR APRIL, MAY, JUNE AND JULY 2022

20. PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960)

Proposal to resolve that the public and press be excluded from this meeting for agenda items 21, 22 and 23 due to the nature of the business to be transacted, namely confidential business matters with third parties.

21. MARKET HOUSE UPDATE

Deputy Town Clerk to report.

22. COUNCIL HOUSE BOILER REPLACEMENT

Further to post meeting note in Minute 19a of the Property Sub-Committee meeting held on 22 August 2022, to review the revised tenders for the boiler replacement and decide next steps.

Property Manager to report.

Further documentation to be supplied when available.

23. TRAFFIC CONSULTANT QUOTES

To review traffic consultant quotes in relation to the West of Chichester access road proposal.

Confidential quotes attached.

24. ITEMS FOR INCLUSION ON THE NEXT AGENDA

25. DATE OF NEXT ORDINARY MEETING

DATE OF NEXT ORDINARY MEETING: TUESDAY 18 OCTOBER 2022

To: Members of the Finance Committee
Councillors Scicluna, Barrie, Dignum, Harry and J Hughes

Ex Officio Members:

The Mayor (Councillor J Joy)

The Deputy Mayor (Councillor Plowman)

Chairman of Planning & Conservation Working Group (Councillor Quail)

Chairman of Community Affairs Working Group (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.