



Chichester City Council

BUSINESS PLAN SUB-COMMITTEE Minutes

Date Tuesday 5 December 2024

Time 08.30am – 10:39pm

Location Council Chamber, The Council House • North Street • Chichester • West Sussex • PO19 1LQ

PRESENT: Councillors Chant (RC), C Gershater (CG), Loxton (SL), Squire (KS), Miall (RM), McHale (SMC)

ALSO IN ATTENDANCE: Town Clerk (TC), Project Manager (PM) and Communications, Civic and Council Support Officer (CCCO).

27. APOLOGIES FOR ABSENCE

Apologies were noted from Councillors Knight, Kondabeka and The Mayor, Councillor Quail.

28. DECLARATIONS OF INTEREST BY MEMBERS OF THE SUB-COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING

None.

29. MINUTES OF THE BUSINESS PLAN WORKING GROUP MEETING HELD ON 10 SEPTEMBER 2024

Committee **RESOLVED** to approve the minutes of the Business Plan Working Group meeting held on 10 September 2024.

30. STREET LIGHTING IMPROVEMENT PROJECT

The Project Manager updated the group on progress to date.

A Consultation leaflet has been delivered to all households in the Parish. 167 responses have been received so far, covering 50 locations around the City.

The responses have been collated and the PM has been visiting sites that have been nominated to assess the issues. Some sites already have lighting installed but they are not currently working. The problems have been raised with the relevant management authority.

Some of the key issues identified are St Pauls Road, College Lane, Havenstoke Park and Jubilee Gardens.

The PM advised that the project is ongoing until the end of the City Plan in 2029, so the consultation will not close. Residents can continue to submit areas of concern. A range of delivery options, both on and off grid, traditional, high and low-level will be developed, depending upon the specific needs of each site.

The PM explained that the problem area on St Pauls Road has a Section 106 obligation for the developers at Minerva Heights to deliver. This is attached to the delivery of the first property of Phase 2, so we are exploring if there is anyway this requirement can be brought forward through the developers and WSCC Highways.

Committee **REQUESTED** that a press release be published explaining what is happening and the progress we have made so far, encouraging residents to respond to the consultation to inform our next steps.

The Sub-Committee **REQUESTED** that a draft list of priority projects be produced for the next meeting.

PM suggested that two pilot schemes be progressed initially.

- 1) Oxmarket Entrance
- 2) New Park/Litten Cycle Path

Committee **AGREED** to proceed with detailed design options and costs for the two pilot projects.

31. **COMMUNITY SPACE IN THE SOUTH OF THE CITY**

The PM updated the committee on developments.

Various sites were identified for the potential community centre. PM has reached out to various landowners to explore the possibility of building the centre. RM raised a concern that a single site might not be sufficient to serve the community effectively and suggested that two sites might be more appropriate.

PM updated on initial enquiries around the Florence Park, Sea Cadet site and adjacent land.

The Sub-Committee **REQUESTED** that enquiries with the relevant stakeholders continue to explore the viability of site.

PM updated on enquiries around the Kingsham area Hyde land.

Committee **REQUESTED** that that enquiries with the relevant stakeholders continue to explore the viability of site.

The PM advised that the next stage of the project would involve community consultation to ascertain

- a) demand for a centre from the community and potential hirers;
- b) the size and layout of a centre;
- c) any specific equipment requirements;
- d) how far users are prepared to travel to a centre.

Committee **AGREED** to recommend to Council that a budget of £5,000 be made available for public engagement with the community.

32. **WAYFINDING AND WHAT'S ON GUIDES FOR THE CITY CENTRE**

The PM updated the committee on a proposal to update the existing 24 wayfinding finger posts, making them accessible at night-time, and installing 'What's On' guides on the posts.

CG left the meeting at 9.37am

The Committee **REQUESTED** that the suppliers be invited to attend the Council offices to provide a demonstration of the technology and that further consultation with community groups be undertaken alongside a market assessment of the potential income that could be generated.

33. **CITY CENTRE SHOPMOBILITY SCHEME**

TC advised we had been approached by the Chichester Disability Forum and VAAC regarding the possibility of the reintroducing a ShopMobility scheme in the City Centre, hosted at the Council House.

Committee **AGREED** that we should continue discussions and explore if this is a viable proposal.

34. **TO CONSIDER NEW PROJECT PROPOSALS**

a) Putting Green

RM updated the committee that members are trying to arrange a meeting with Chichester District Council members to ascertain if there is interest in making land available before any detailed feasibility work is undertaken on this project.

b) Armed Forces Covenant

PM explained the principle of the armed forces covenant, which would be taken to the Community Affairs committee for detailed consideration.

35. **UPDATES ON BUSINESS PLAN MATTERS NOT COVERED ELSEWHERE ON THE AGENDA**

The TC updated the committee on the potential difficulty of progressing an outdoor performance space in one of the city centre parks given the lack of support from Chichester District Council, who would be essential in providing permission for the use of the land. This may free up previously allocated Community Infrastructure Levy funds for other uses.

Chichester Festival Theatre had approached the council to request support towards funding The NEST project. The TC had advised them that if funding was provided, it was likely that the Council would require a Service Level Agreement that secured minimum access requirements for community arts groups in the City.

Committee **AGREED** to continue exploring options for supporting delivery of The NEST with Chichester Festival Theatre.

36. ITEMS FOR NEXT AGENDA

CIL funding allocations
Street Lighting Project
Community Space in the South
Wayfinding and “What’s On”
Putting Green

37. DATE OF NEXT ORDINARY MEETING

DATE OF THE NEXT ORDINARY MEETING: Wednesday 14th January 2025 at 2:30pm

The meeting closed at 10.39am.

ACTIONS ARISING FROM THIS MEETING

Minute ref.	Action	Assigned to
30.	Press release on Street Lighting Improvement Project.	Communications, Civic and Council Support Officer.
30.	Create detailed designs and costs for the two pilot projects.	Project Manager
30.	Draft a list of priority projects on the Street Lighting Improvement Project.	Project Manager
32.	Invite suppliers to attend the Council offices to provide a demonstration of the technology.	Project Manager
32.	Further consultation and market assessment of the potential income that could be generated from advertising.	Project Manager
34.	Arrange a meeting with Chichester District Council members to ascertain if there is interest in making the land available.	Town Clerk
34.	Armed forces covenant proposal to be placed on the next Community Affairs Agenda.	Communications, Civic and Council Support Officer.
35.	Explore options with Chichester Festival Theatre for supporting delivery of The NEST project.	Town Clerk