

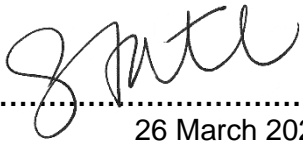


Chichester City Council

FINANCE COMMITTEE

Agenda

YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE FINANCE COMMITTEE TO BE HELD IN THE COUNCIL CHAMBER IMMEDIATELY AFTER THE EXTRA ORDINARY MEETING OF COUNCIL ON WEDNESDAY 2 APRIL 2025


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26 March 2025

1. APOLOGIES FOR ABSENCE

To note apologies received from members of the Committee prior to the meeting.

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 5 FEBRUARY 2025

To approve and sign as a correct record the minutes of the Finance Committee meeting held on 5 February 2025.

4. UPDATES ON ACTIONS FROM THE PREVIOUS MINUTES NOT COVERED ELSEWHERE ON THE AGENDA

- Minute 86b refers - Pop-up staging – prepare a more detailed paper using the relevant resources in Council to specify the equipment required, propose charges and develop a hiring policy.

To be discussed under agenda item 6

- Minute 92 refers - Invite expressions of interest from Councillors for joining the Standing Orders Working Group.

To be discussed under agenda item 15

- Minute 93 refers - Add Annual Parish Meeting to the agenda for the Meeting of the City Council on 19 February 2025

Town Clerk to report.

5. PROPERTY SUB-COMMITTEE

To receive and note the minutes of the Property Sub-Committee meeting held on 25 March 2025 and to consider recommendations, if any, made at that meeting.

6. BUSINESS PLAN SUB-COMMITTEE MEETING – 25 JANUARY 2025

To receive and note the minutes of the Business Plan Sub-Committee meeting held on 25 March 2025 and to consider recommendations, if any, made at that meeting.

7. **PERSONNEL SUB-COMMITTEE MEETING 20 MARCH 2025**

To receive and note the minutes of the Personnel Sub-Committee meeting held on 20 March 2025 and to consider recommendations, if any, made at that meeting.

8. **REVENUE BUDGET MONITORING TO END FEBRUARY 2025**

Deputy Town Clerk to report (*Copy attached*)

9. **EARMARKED RESERVES**

Deputy Town Clerk to report (*Copy attached*)

10. **PUBLIC REALM PROJECTS**

Deputy Town Clerk to report (*copy attached*)

11. **EXTERNAL AUDIT**

To note the letter of clarification received from the external auditors, Moores, in response to City Council concerns about comments made on the *External Auditor's report on the Annual Governance and Accountability Return for the year ended 31 March 2024*.

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

12. **COMMUNITY INFRASTRUCTURE LEVY (CIL) UPDATE**

- a) Update on CIL allocations and funding.
- b) CIL funds and financing for the Community Space in the south of the city.

13. **LOCAL GOVERNMENT DEVOLUTION**

- a) To receive updates if available.
Town Clerk to report.
- b) To note comments made at the Extra-Ordinary Meeting of Council held immediately prior to the Finance Committee meeting.

Town Clerk to report.

14. **CITY COUNCIL INSURANCE CONTRACT**

Deputy Town Clerk to report (*report attached or to follow*)

15. **REVIEW OF CITY COUNCIL RISK ASSESSMENT STATEMENTS AND CONFIRMATION OF ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL INSURED RISKS.**

Per standing orders, to acknowledge receipt of and review the risk assessment action plan 2024-2025.

Action plan to be signed by the Mayor, as Chair of the Council, and the Responsible Finance Officer.

Risk Management report, risks summary and action plan attached.

16. HYBRID MEETINGS

In anticipation of changes to the laws governing Council meetings in England being made later in the year, to agree a budget of up to £12,000 from the General Reserve for the purchase and set up of a hybrid meetings solution for the Council House.

Further, to delegate decisions regarding the purchase and implementation of the solution to the Property Sub-Committee.

17. CITY COUNCIL STANDING ORDERS REVIEW

To receive recommendations from the Standing Orders Working Group and agree a recommendation to Full Council regarding a new version of the City Council's Standing Orders.

18. TO NOTE AND RATIFY THE FOLLOWING RECONCILIATIONS AND TRANSACTIONS *(reports attached)*

a) MONTHLY RECONCILIATION WITH EVIDENCE OF BANK STATEMENTS FOR JANUARY AND FEBRUARY 2025

Chair and Deputy Town Clerk (RFO) to sign the reconciliations as a correct record.

b) LIST OF PAYMENTS MADE FOR JANUARY AND FEBRUARY 2025

c) LIST OF BARCLAYCARD PAYMENTS FOR JANUARY AND FEBRUARY 2025

19. ITEMS FOR INCLUSION ON THE NEXT AGENDA

20. DATE OF NEXT ORDINARY MEETING

DATE OF NEXT ORDINARY MEETING: Wednesday 18 June 2025

To: Members of the Finance Committee
Councillors Corfield, Loxton, Miall, Pramas, Scicluna and Squire

Ex Officio: The Mayor (Councillor Quail)

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.