



Chichester City Council

MEETING OF THE FINANCE COMMITTEE

MEMBERS ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE FINANCE COMMITTEE TO BE HELD AT 17:30 ON Wednesday 19 November 2025 IN THE COUNCIL CHAMBER

AGENDA

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Town Clerk
19 November 2025

FIN2025/17 - APOLOGIES FOR ABSENCE

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

FIN2025/18 - DECLARATIONS OF INTEREST

Declarations of interest by Members of the Committee in matters on the agenda of this meeting.

FIN2025/19 - PUBLIC QUESTIONS

To answer questions (if any) from members of the public being pursuant to Standing Order 3(e) of Chichester City Council's Standing Orders (April 2025).

FIN2025/20 - MINUTES OF THE PREVIOUS MEETING

To approve and sign as a correct record the minutes of the ordinary committee meeting held on the 17 September 2025.

[Finance Committee - 17-09-2025 - minutes](#)

FIN2025/21 - UPDATE ON ACTIONS FROM PREVIOUS MEETING

Approve appointment of Copperstone to complete the requested survey work on Council House Roof to confirm the cost estimates and manage the ITT process for the works.

Minute ref.	Action	Assigned to
FIN2025/23.1	Recommend repairs to The Council House roof to the next meeting of the Full Council	Officers
FIN2025/23.1	Recruit a professional specialist conservation surveyor to assess the planned programme of works	PMM
FIN2025/23.3	The committee noted the request from the sub-committee that the terms of reference be updated as a part of the annual review of the terms of reference and scheme of delegation.	Officers
FIN2025/24	Establish a small working group comprised to review Councilor's IT needs.	Officers

FIN2025/26.	Public Sector Property fund be liquidated and placed in the Public Sector Deposit Fund.	DTC
FIN2025/26.	The committee requested that a cashflow forecast on all planned projects and activities for the next five years be brought back to the next meeting.	Officers
FIN2025/29.	Consider the Terms of Reference and delegated powers of the Business Plan Sub-Committee at the November Finance Committee meeting.	Officers
FIN2025/30.	Recommend the proposed amendment to the financial regulations to next meeting of the Full Council.	Officers
FIN2025/32.	Include items on the next agenda for the Finance Committee Meeting	Officers

FIN2025/22 - MINUTES FROM SUB COMMITTEES

To note minutes and consider recommendations (if any) from sub-committee meetings held since last Finance Committee meeting.

FIN2025/22.1 - IT WORKING GROUP

- To receive the notes of the IT Working Group meeting held on 17 October 2025 (*attached*)
- To approve the Terms of Reference of the IT Working Group (*attached*)
- To review the following City Council policies and recommend adoption to Full Council
 - IT Equipment and Systems Acceptable Use Policy (*attached*)
 - Social Media Policy (*attached*)

FIN2025/23 - COMMUNITY INFRASTRUCTURE LEVY (CIL) UPDATE

Update on CIL allocations and funding

FIN2025/24 - CONCLUSION OF AUDIT 2024-2025

FIN2025/25 - INTERIM INTERNAL AUDIT TO 31ST MARCH 2026

FIN2025/26 - DRAFT BUDGET 2026-2027

To consider the Draft Budget Report for 2026-2027

To note Financial Regulation 4.8

Any member with council tax unpaid for more than two months is prohibited from voting on the budget or precept by Section 106 of the Local Government Finance Act 1992 and must and must disclose at the start of the meeting that Section 106 applies to them.

FIN2025/27 - FLORENCE PARK COMMUNITY HALL UPDATE

Report from Project Manager to follow

FIN2025/28 - CITY COUNCIL CHRISTMAS CLOSURE

To agree the closure dates for the City Council over the Christmas period

FIN2025/29 - ITEMS FOR NEXT AGENDA

FIN2025/30 - DATE OF NEXT MEETING

Date of next ordinary meeting: Wednesday 10 December 2025 at 5.30pm

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