



Chichester City Council

## MEETING OF THE BUSINESS PLAN SUB-COMMITTEE

**MEMBERS ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE BUSINESS PLAN  
SUB-COMMITTEE TO BE HELD AT 10.00AM ON MONDAY 9 FEBRUARY 2026 IN THE  
COUNCIL CHAMBER**

.....  
Town Clerk  
04 February 2026

### **BP2026/1 - APOLOGIES FOR ABSENCE**

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

### **BP2026/2 - DECLARATIONS OF INTEREST**

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

### **BP2026/3 - MINUTES OF THE PREVIOUS MEETING**

To approve and sign as a correct record the minutes of the ordinary committee meeting held on the 24 November 2025.

### **BP2026/4 - UPDATE ON ACTIONS FROM PREVIOUS MEETING**

- Assess architectural proposals - Florence Park Working Group
- Seek formal confirmation from Sea Cadets regarding legacy funding - Project Manager
- Identify power sources for Oaklands Park lighting scheme - Project Manager
- Present funding proposal for Chichester Living listings to next Community Affairs and Finance Committee meetings - Project Manager
- Advise e-ink supplier of final deadline for resolving technical issues and consequences if it is not met - Project Manager
- Prepare project timeline showing key decision points in project development process for circulation to members - Project Manager
- Prepare template for fortnightly project update report and commence circulating regular reports from 05/12/25 - Project Manager
- Establish CIO as a matter of urgency - Project Manager
- Schedule monthly Finance Committee meetings starting in January 2026 with single item agenda of Community Centre Project. Meetings to take place at 4pm on a Wednesday - **COMPLETED**
- Add co-option of Sarah Quail to Finance Committee agenda on 10 December 2025 - **COMPLETED**

### **BP2026/5 - PROJECT MANAGERS REPORT**

To consider the Project Managers report

**BP2026/6 - CAB ADVISOR DATA ANALYSIS**

To note the attached document.

**BP2026/7 - ITEMS FOR NEXT AGENDA****BP2026/8 - DATE OF NEXT MEETING**

Date of next ordinary meeting: Monday 18 May 2026 - 10.00am

**BP2026/9 - PUBLIC SECTOR BODIES (ADMISSION TO MEETINGS) ACT 1960**

Proposal to resolve that the public and press be excluded from this meeting for Agenda Item BP2026/10 due to the confidential nature of the business to be transacted namely financial and business affairs of third parties.

**BP2026/10 - COMMUNITY SPACE IN THE SOUTH**

To discuss the future tender process for the Community Space in the South of the City, including project management of the build process.

*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*