



Committee Manager: Jane Fulton (Ext: 37611)

25 January 2017

LITTLEHAMPTON REGENERATION SUB-COMMITTEE

A meeting of the Littlehampton Regeneration Sub-Committee will be held in Committee Room 1 (the Pink Room) at the Arun Civic Centre, Maltravers Road, Littlehampton on **Thursday, 9 February 2017 at 6.00 p.m.** and you are requested to attend.

Members: Councillors Bicknell (Chairman), Dingemans (Vice-Chairman), Mrs Ayres, Blampied, Cates, Gammon, Mrs Porter, Dr Walsh and Warren.

A G E N D A

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTEREST

Members and Officers are reminded to make any declarations of personal and/or prejudicial/pecuniary interests that they may have in relation to items on this Agenda.

You should declare your interest by stating :

- a) the item you have the interest in
- b) whether it is a personal interest and the nature of the interest
- c) whether it is also a prejudicial/pecuniary interest
- d) if it is a prejudicial/pecuniary interest, whether you will be exercising your right to speak under Question Time

You then need to re-declare your prejudicial/pecuniary interest at the commencement of the item or when the interest becomes apparent.

3. MINUTES

To approve as a correct record the Minutes of the meeting of the Committee held on 6 July 2016 (as attached)

4. ITEMS NOT ON THE AGENDA WHICH THE CHAIRMAN OF THE MEETING IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY BY REASON OF SPECIAL CIRCUMSTANCES

5. *LITTLEHAMPTON TOWN CENTRE - PUBLIC REALM PROJECT DELIVERY

This report provides a progress update on the Littlehampton Town Centre public realm improvement scheme and information on the application for Coastal Communities funding, required to deliver the scheme.

The report also seeks the Committee to recommend to Full Council that should the Coastal Communities application be successful the Council will accept the grant.

6. *POSITION STATEMENT

A Position Statement detailing the current status and progress on various areas of work in Littlehampton is attached. Any further progress achieved on any of these issues will be reported verbally at the meeting.

(Note: *Indicates report is attached for all Members of the Sub-Committee only and the press (excluding exempt items). Copies of reports can be obtained on request from the Committee Manager or via the web at www.arun.gov.uk).

(Note: Members are also reminded that if they have any detailed questions, would they please inform the Chairman and/or relevant Lead Officer in advance of the meeting).

LITTLEHAMPTON REGENERATION SUBCOMMITTEE6 July 2016 at 6.00 pm

Present: - Councillors Bicknell (Chairman), Dingemans (Vice-Chairman), Mrs Ayres, Blampied, Cates, Gammon, Mrs Porter, Dr Walsh and Warren.

Councillor Elkins, Northeast and Miss Rhodes were also in attendance.

1. DECLARATIONS OF INTEREST

The Monitoring Officer has advised Members of interim arrangements to follow when making declarations of interest. They have been advised that for the reasons explained below, they should make their declarations on the same basis as the former Code of Conduct using the descriptions of Personal and Prejudicial Interests.

Reasons

- The Council has adopted the government's example for a new local code of conduct, but new policies and procedures relating to the new local code are yet to be considered and adopted.
- Members have not yet been trained on the provisions of the new local code of conduct.
- The definition of Pecuniary Interests is narrower than the definition of Prejudicial Interests, so by declaring a matter as a Prejudicial Interest, that will cover the requirement to declare a Pecuniary Interest in the same matter.

Where a Member declares a "Prejudicial Interest" this will, in the interest of clarity for the public, be recorded in the Minutes as a Prejudicial and Pecuniary Interest.

Councillor Dr Walsh declared a personal interest in Agenda Items 5, Littlehampton Town Centre Public Realm Improvements – Design & Project Delivery and 7, Littlehampton Economic Growth Area Development Delivery Study, as a member of Littlehampton Town Council and West Sussex County Council.

Councillors Mrs Ayres, Gammon and Warren also declared a personal interest in Agenda Item 5, Littlehampton Town Centre Public Realm Improvements – Design & Project Delivery, as members of Littlehampton Town Council.

2. MINUTES

The Minutes of the meeting held on 2 December 2015 were approved as a correct record by the Subcommittee and signed by the Chairman.

3. START TIMES

The Subcommittee

RESOLVED

That the start times for meetings for the remainder of 2016/17 be 6.00 p.m.

3. LITTLEHAMPTON TOWN CENTRE – PUBLIC REALM IMPROVEMENTS – DESIGN PROPOSALS AND PROJECT DELIVERY

(Prior to consideration of this matter, Councillors Dr Walsh, Mrs Ayres, Gammon and Warren had declared a personal interest and remained in the meeting and took part in the debate and vote.

During the course of consideration of this matter, Councillor Bicknell declared a personal interest as he worked for a utilities company and reference was made to utilities. He remained in the meeting and took part in the debate and vote.)

The Economic Regeneration Officer introduced this item and advised that, following an extensive public consultation, LDA Design had incorporated the results to set the design objectives and principles and shape the detailed design proposals in their final report, attached as appendix 1 to the officer report, which was before Members for their consideration.

The Chairman welcomed Mr Tim South of LDA Design to the meeting, who was in attendance to provide the Subcommittee with a comprehensive presentation on the detail of the overall scheme.

Following that presentation, the Subcommittee then participated in a question and answer session with Mr South.

Members generally supported the design proposals but did request that the Clock Tower be retained as it reflected the history of the town – the tower casing for the clock replicated the Pepperpot lighthouse that had been sited on the seafront in days gone by. A view was expressed that it should remain where it was. In addition, it was felt that the maritime themed street furniture should be considered for possible retention in part as, again, it reflected the close relationship of the town with its maritime heritage. However It was acknowledged that it could be updated and/or reduced in coverage.

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It was suggested that recommendation (1) be amended to take account of the view that the Clock Tower should be retained, and having been proposed and seconded, it was agreed it be amended to read as follows:-

(1) the proposed pedestrian priority public realm design plans for Littlehampton Town Centre (as set out in Appendix 1. Littlehampton Town Centre Public Realm Design Proposals) are approved, **subject to agreement of the future of the Clock Tower**, and delivered in partnership, as phased projects over a period of time, with Littlehampton Town Council, West Sussex County Council and other stakeholders, subject to the necessary funding being available;

Members participated in general discussion on a number of issues around:-

- Traffic flows in and around the town. The Director of Planning & Economic Regeneration advised that, from what was envisaged for the town, it was hoped that people would be encouraged to get out of their cars and walk, go into shops and to provide a positive social and shopping experience. The scheme had to be pedestrian friendly and unique to Littlehampton.
- The need to improve the Arcade. An officer response was given that there was only 5 years left on the lease and it was challenging to get investment from the leaseholders. Some cosmetic work was being undertaken to improve frontages and lighting.
- The street paving – it was felt that the design was very busy and could cause problems for those who were partially sighted or who had poor vision. Assurances were given that, at the design stage, work would be undertaken with all the relevant organisations to ensure there would be no safety issues.
- Coach travel – a response was given that this would be looked at in more detail at the second phase when the Council would be looking at links from the town centre to the Seafront and Riverside.

The Economic Regeneration Officer highlighted the funding opportunities, as set out at Section 4 of the report. Concern was expressed at the proposal to use £40,000 of the Morrison's Section 106 contributions currently allocated for professional fees associated with marketing the St Martins Car Park site and procuring a developer. It was felt that redevelopment of the St Martins Car Park should not be sidelined as it was seen as an essential component for the regeneration of Littlehampton. The Head of Economic Regeneration advised that this source of funding had been identified to top up the supplementary estimate of £75,000 that it was hoped the Council would approve to enable the necessary technical studies to be undertaken to enable a second stage bid to be submitted to the Coastal Communities Fund (should the Council be invited to apply). If that bid was successful it would unlock a substantial pot of funding to enable the Littlehampton Town Centre public realm project to be delivered.

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However, comment was made that the £40,000 had been specifically identified for the St Martins Car Park and, as such, was money that was to be held in trust for redevelopment of the site. It was felt that, for that money to be redirected, would be to sound the death knell for the future redevelopment of St Martins and was therefore a serious concern. In response, the Head of Economic Regeneration advised that the Leader of the Council was aware of the situation and recognised that it was an important scheme – she had indicated that a business case should be put forward to support a request for a further supplementary estimate to progress work on St Martins in the future. Having received that validation, the Subcommittee

RECOMMEND TO CABINET

That a supplementary estimate of £75,000 be approved to cover the collective costs of commissioning the various technical studies and professional fees required to progress the proposed Littlehampton Town Centre public realm improvements to RIBA Work Stage 4. This supplementary estimate is only to be used if the Council is invited to submit a Stage 2 Coastal Communities Fund application. (This equates to a Band D Council Tax of £1.30.) and

RECOMMEND TO FULL COUNCIL - That

(1) the proposed pedestrian priority public realm design plans for Littlehampton Town Centre (as set out in Appendix 1. Littlehampton Town Centre Public Realm Design Proposals) are approved, subject to agreement of the future of the Clock Tower, and delivered in partnership, as phased projects over a period of time, with Littlehampton Town Council (LTC), West Sussex County Council (WSCC) and other stakeholders, subject to the necessary funding being available;

(2) WSCC and LTC to be asked to consider contributing towards the costs of the Town Centre public realm projects;

(3) the Director of Planning and Economic Regeneration be authorised to apply for external funding sources including that of the Coastal Communities Fund (CCF). This includes sponsorship for elements of the scheme to help finance parts of the project;

(4) the Director of Planning and Economic Regeneration be authorised to make minor amendments to the design plans as necessary and appropriate to enable efficient and effective delivery of the project;

(5) the use of £15,000 of Morrison's Section 106 contributions allocated for 'Town Team' projects to part fund the public realm technical studies be approved;

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(6) the use of £40,000 of the Morrison's Section 106 contributions currently allocated for professional fees

associated with marketing the St Martins Car Park site and procuring a developer be approved

(7) the Director of Planning and Economic Regeneration be authorised to draw down the supplementary estimate of £75,000, if approved;

(8) if the Council is not invited to submit a Stage 2 CCF bid, the sum of £75,000 should be considered as a possible allocation in the Capital Programme to facilitate a detailed bid next year;

(9) a formal agreement is put in place with WSCC Highways as land owners to develop the relevant Highway land and a Section 278 agreement is arranged at a later date by the Council in partnership with WSCC Highways; and

(10) a formal agreement is put in place with Network Rail as land owners to facilitate the improvements of a small section of public realm outside the train station.

4. LITTLEHAMPTON PROMENADE SHELTER PROJECT

In presenting this item, the Economic Regeneration Officer advised that he had not consulted with Littlehampton Town Council, as erroneously stated in the report.

The Subcommittee supported the proposal to market this underused shelter as a business opportunity and

RECOMMEND TO FULL COUNCIL – That

(1) the proposal be supported to market the site of the Littlehampton Promenade Shelter as a commercial development opportunity that will enhance and improve the visitor experience in Littlehampton; and

(2) the delegated powers authority of the Head of Finance & Property be utilised to market the Littlehampton Promenade Shelter site for commercial development.

5. LITTLEHAMPTON ECONOMIC GROWTH AREA DEVELOPMENT DELIVERY STUDY

(Prior to consideration of this matter, Councillor Dr Walsh had declared a personal interest.

In the course of consideration of this matter, Councillors Dr Walsh and Blampied declared a personal interest as members of the Littlehampton Harbour Board and remained in the meeting and took part in the debate and vote.)

The Director of Planning & Economic Regeneration presented this report which provided an update on the Littlehampton Economic Growth Area (LEGA) Delivery Study as part of the evidence base studies which had been commissioned to support the preparation of main modifications to the Arun Local Plan (2011-2031) Publication Version (October 2014). The

Subcommittee was informed that it was important that the Council, as landowner, expressed its view on whether to support in principle the ideas and vision that lay behind the report as part of the Local Plan process. If the landowner was not in support that would indicate that it was not deliverable.

The Director of Planning & Economic Regeneration highlighted that, although the report spoke of residential development, the proposals were not solely for residential on West Bank – the residential element was to help fund flood defence and achieve a viable scheme there. With regard to St Martins Car Park, it was about trying to improve the vitality and viability of the town centre.

In considering the matter, comment was made that recommendation (2) made reference to Littlehampton Marina and did not mention the West Bank. In addition, concerns were raised that there should be a mixed use development at both West Bank and St Martins Car Park as a purely residential development would fly in the face of the Council's vision for both sites. It was therefore proposed and duly seconded that recommendation (2) be amended as follows:

“That the Council as landowner supports the principle of residential development in some form **as part of a mixed use development** on the land in the Council's ownership at West Bank and St Martins Car Park.”

Following a brief discussion, the Subcommittee

RESOLVED

That the content of the Littlehampton Economic Growth area Development Delivery Study be noted; and

RECOMMEND TO FULL COUNCIL

That the Council as landowner supports the principle of residential development in some form as part of a mixed use development on the land in the Council's ownership at West Bank and St Martins Car Park.

6. LITTLEHAMPTON REGENERATION POSITION STATEMENT

In receiving and noting the Position Statement and in light of the previous agenda items relating to St Martins Car Park, a request was made that officers bring a report to the next meeting on this matter relating to the next steps and preparation of a business case to support a request for a supplementary estimate. The Head of Economic Regeneration agreed that this would be done.

(The meeting concluded at 8.10 pm)

AGENDA ITEM NO. 5**ARUN DISTRICT COUNCIL****LITTLEHAMPTON REGENERATION SUB-COMMITTEE****ON 9 February 2017****PART A : REPORT****SUBJECT: Littlehampton Town Centre - Public Realm Project Delivery****REPORT AUTHOR:** Phil Graham – Economic Regeneration Officer **DATE:** 24 January 2017 **EXTN:** 37858**EXECUTIVE SUMMARY:**

This report provides a progress update on the Littlehampton Town Centre public realm improvement scheme and information on the application for Coastal Communities funding, required to deliver the scheme.

The report also seeks the Committee to recommend to Full Council that should the Coastal Communities application be successful the Council will accept the grant.

RECOMMENDATION:

The Sub-Committee is asked to recommend to Full Council that:

1. Should the application to the Coastal Communities Fund be successful the Council will accept the grant to draw down the funding; and
2. Authority to be given to the Director (Place) in consultation with the Section 151 Officer and Chairman of the Littlehampton Regeneration Sub-Committee to agree the spending of the grant as required throughout the life of the project; and progress reports be made, as required, through the Sub-Committee's Position Statements.

1. BACKGROUND:

- 1.1 In March 2016 and following a full tendering process LDA Design were appointed by the Council to conduct consultation and prepare designs for improvements to the public realm in Littlehampton Town Centre and routes to the Seafront and Riverside (as funding became available).
- 1.2 Focus Group sessions, comprising of 36 Stakeholders, Officers and Member representatives from all three Councils took place on 16 March 2016 to gather an insight and clear understanding on the challenges and opportunities for Littlehampton Town Centre improvements.

- 1.3 The ideas gathered from the Focus Groups were then formulated into Conceptual Design Plans by LDA Design to enable the Council to further consult and seek the views of the general public.
- 1.4 Detailed public realm design plans were further developed for Littlehampton Town Centre and a report was presented by LDA Designs to the Sub-Committee on 6 July 2016. (See Appendix 1 for [Littlehampton Town Centre Public Realm Design Proposals](#) by clicking on this link).

LRSC supported the proposed Design Plans as a blueprint for Littlehampton Town Centre and supported officers to apply for external funding from Round 4 of the Coastal Communities Fund (CCF) to deliver the public realm scheme. These recommendations were ratified by Full Council on 20 July 2016.

- 1.5 An initial Stage 1 application was submitted to the CCF on 30th June 2016 to seek capital funding to deliver the Littlehampton Town Centre public realm scheme. Applications for the Coastal Communities Fund have been extremely competitive and oversubscribed. Nevertheless, the Council received news in October 2016 that it would be invited through to the Stage 2 process. A detailed Stage 2 application was then produced and submitted to the Coastal Communities Fund on 5 December 2016. The successful Stage 2 Coastal Communities Fund applications will be announced in Spring 2017.

2.0 FUNDING

- 2.1 The Council has applied for a grant of £4.85m from the Coastal Communities Fund. This will include all necessary professional services to deliver the scheme.
- 2.2 A S278 agreement will be required by West Sussex County Council to implement the scheme. This requirement is necessary as the land is predominately owned and controlled by West Sussex County Council Highways. The cost of a S278 agreement is a maximum of 9% of the capital cost of the scheme. This equates to £347k and has been included in the CCF application. The Council is working with West Sussex County Council to see if this fee can be reduced.

3.0 PROJECT DELIVERY

- 3.1 An announcement will be made in Spring 2017 on who has been successful on their application to Coastal Communities Fund. Should the Council receive a grant they will be required to commence work on the scheme within 6 months and the scheme must be delivered and the grant spent by December 2019.

The scheme would be delivered in four phases and the order of delivery of the scheme will be determined once the Professional Team have been appointed:

- Phase 1 - Littlehampton Railway Station to Arundel Road Roundabout
- Phase 2 - Littlehampton High Street
- Phase 3 - East Street through to High Street junction and Beach Road and continuing around the War Memorial roundabout
- Phase 4 - Surrey Street to Look & Sea Centre, Pier Road and New Road

- 3.2 To work with Littlehampton Town Council and other stakeholders to develop and incorporate a unique community arts design into specific aspects of the public realm scheme.
- 3.3 The Professional Team delivering the project will be made up of a number of services including, Project Management; Highways Engineer, Quantity Survey, Construction Development Manager (CDM), Landscape Architect and construction contractor.
- 3.4 West Sussex County Council own the majority of the land associated with this scheme and will be integral to the delivery of the scheme. Smaller sections of the project scope are owned by Network Rail, Lidl UK and Arun District Council. All four organisations are supportive of the proposed scheme. A strong partnership approach will be required throughout the delivery the scheme.

4.0 NEXT STEPS

- 4.1. Should Arun District Council be successful with its application and are offered a grant from the Coastal Communities Fund, the Council must first formally accept the Grant award to draw down the funding so that delivery can commence without delay.

5.0 PROPOSALS

- 5.1 Subject to the Council being offered the Coastal Communities Fund grant, it will formally accept the grant to enable the Littlehampton Town Centre Public Realm scheme to be delivered without delay.
- 5.2 To authorise the Director (Place) in consultation with the Section 151 Officer and Chairman of the Littlehampton Regeneration Sub-Committee to agree the spending of the grant as required throughout the life of the project.

6.0 OPTIONS:

- 6.1 To recommend to Full Council to accept the Coastal Communities Fund grant.
- 6.2 To recommend to Full Council to decline the Coastal Communities Fund grant.

7.0 CONSULTATION:

- 7.1 Extensive consultation has been undertaken throughout the design process to establish a design blueprint for Littlehampton Town Centre. A series of Focus Group sessions, comprising of 36 Stakeholders, Officers and Member representatives from all 3 Councils took place on Wednesday 16th March 2016 to gain a broad insight and clear understanding on the challenges and opportunities for Littlehampton Town Centre.
- 5.1 All relevant Town, District and County Council Members and officers were invited to the staffed Public Exhibition in Littlehampton Town Centre.
- 5.2 The general public were invited to comment on the proposals by way of a questionnaire which were available as hard copy and on-line. The Council received 201 completed surveys.

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council	x	
Relevant District Ward Councillors	x	
Other groups/persons (please specify)	x	
8. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)	YES	NO
Financial	x	
Legal	x	
Human Rights/Equality Impact Assessment	x	
Community Safety including Section 17 of Crime & Disorder Act	x	
Sustainability	x	
Asset Management/Property/Land	x	
Technology		x
Other (please explain)		
9. IMPLICATIONS:		
<ul style="list-style-type: none"> • The Council must commence work on the scheme within 6 months of being granted the award. • The Council must spend the grant and deliver the scheme by 31st December 2019. • Should the Council decline the grant offer there will be no other funding to deliver major public realm enhancements to Littlehampton Town Centre. 		

- Delivery and build of the scheme will impact on the operation of Littlehampton Town Centre businesses and traffic within the town during construction phases.
- Final design details will need to be agreed during construction phases, prior to the High Street work commencing.

10. REASON FOR THE DECISION:

To enable the Littlehampton Town Centre public realm scheme to commence without delay (subject to funding) and to allow the officers to draw down the necessary funding from the Coastal Communities Fund to appoint relevant contractors.

11. BACKGROUND PAPERS:

Littlehampton Regeneration Sub-Committee, 17 March 2015, 21 July 2015, 2 December 2015, 6 July 2016

[Littlehampton Town Council Design Plans](#)

[9 Big Ideas for Littlehampton](#)

[Littlehampton Signage Plan](#)

[Concessions Strategy](#)

[Waterfront Strategy](#)

[Littlehampton Vision](#)

The above documents can also be found at www.arun.gov.uk/regeneration-in-littlehampton

Appendices	Item
Appendix 1.	Littlehampton Town Centre Public Realm Design Proposals (Attached)

Littlehampton Regeneration Position Statement

St Martin's Development	<p>It was proposed that an update report would be provided at a future meeting. However, due to other project priorities and limited officer time this has not been possible</p>
Littlehampton Town Centre Public Realm Scheme	<p>Recommendations from LRSC on 6th July 2016 supported Littlehampton Town Centre Public Realm design plans. The following recommendations were then ratified by Full Council on 20th July 2016:</p> <p>(1) a supplementary estimate of £75,000 be approved to cover the collective costs of commissioning the various technical studies and professional fees required to progress the proposed Littlehampton Town Centre public realm improvements to RIBA Work Stage 4. This supplementary estimate is only to be used if the Council is invited to submit a Stage 2 Coastal Communities Fund application.</p> <p>(2) the proposed pedestrian priority public realm design plans for Littlehampton Town Centre (as set out in Appendix 1. Littlehampton Town Centre Public Realm Design Proposals) are approved, subject to agreement of the future of the Clock Tower, and delivered in partnership, as phased projects over a period of time, with Littlehampton Town Council (LTC), West Sussex County Council (WSCC) and other stakeholders, subject to the necessary funding being available;</p> <p>(3) WSCC and LTC to be asked to consider contributing towards the costs of the Town Centre public realm projects;</p> <p>(4) the Director of Planning and Economic Regeneration be authorised to apply for external funding sources including that of the Coastal Communities Fund (CCF). This includes sponsorship for elements of the scheme to help finance parts of the project;</p> <p>(5) the Director of Planning and Economic Regeneration be authorised to make minor amendments to the design plans as necessary and appropriate to enable efficient and effective delivery of the project;</p> <p>(6) the use of £15,000 of Morrison's Section 106 contributions allocated for 'Town Team' projects to part fund the public realm technical studies be approved;</p> <p>(7) the Director of Planning and Economic Regeneration be authorised to draw down the supplementary estimate of £75,000, if approved;</p> <p>(8) if the Council is not invited to submit a Stage 2 CCF bid, the sum of £75,000 should be considered as a possible allocation in</p>

Littlehampton Regeneration Position Statement

	<p>the Capital Programme to facilitate a detailed bid next year;</p> <p>(9) a formal agreement is put in place with WSCC Highways as land owners to develop the relevant Highway land and a Section 278 agreement is arranged at a later date by the Council in partnership with WSCC Highways; and</p> <p>(10) a formal agreement is put in place with Network Rail as land owners to facilitate the improvements of a small section of public realm outside the train station.</p> <p>The Council have been notified (4th October 2016) that they had successfully been invited to the Stage 2 application process of the Coastal Communities Fund for Littlehampton's significant development scheme. The Council were required to produce a second detailed application which was then submitted by the Economic Regeneration team on 5th December 2016. The grant has created a lot of competition across the country and will be over subscribed. CCF has explained not all invited applicants for Stage 2 will be successful.</p> <p>The Coastal Communities Fund will announce in Spring 2017 which Bids have been successful in being awarded the fund.</p>
<p>Public Realm Design Project Littlehampton Seafront, Greens to River</p>	<p>Workshops were coordinated by LDA Designs on 7th July 2016 with key stakeholders, Member and Council officers to consider designs ideas to improve and enhance the pedestrian connectivity from Littlehampton Town Centre, to the Seafront, Greens and Riverside.</p> <p>The ideas from the workshops have helped LDA Designs to come up with conceptual design ideas to enable the Council to consult with the general public.</p> <p>A 3 week Public consultation will take place between 8th - 29th March 2017 to seek the public views. An exhibition also will take place to enable the public to speak directly with the design team.</p> <p>An additional public exhibition will be available in the Civic Centre reception throughout the consultation period.</p> <p>An on-line survey and hard copies of the survey will be made available and we will promote the consultation on the Council website, social media and through the local papers etc.</p> <p>The town centre public realm project we will be reliant on external</p>

Littlehampton Regeneration Position Statement

	<p>funding to deliver the ideas brought forward from the consultation. Having detailed public realm design plans that are supported by the community will help the Council to prepare and put together a stronger case when apply for external funding in the future.</p>
High Street Vitality	<p>There were mixed reports on retail performance in Littlehampton over the 2016 festive period. Though many businesses reported good to average December trading, there seems to have been a drop in like for like retail in the January period from last year. Nationally, town centre trading has seen a like for like drop from last year, whilst on-line and out of town shopping saw an increase.</p> <p>There has been a recent rise in vacancy rate around Beach Road area. Work being carried out in large Beach Road unit (formerly Annika's) and in the former Silk Road restaurant in Arcade Road.</p> <p>Former Morrison's store no longer to open as a MyLocal. The site's commercial agents have reported that there has been a lot of interest from food retailers, but no formal offer as yet. Vacancy rate remains low with new businesses opening up in the High Street and Surrey Street.</p> <p>There was a slight spike in vacancies towards the end of summer 2015. However, the trend is moving back towards a very healthy occupancy rate. Mixed reports on the impact of Waitrose departure, with some retailers doing better (particularly food retailers). Reduced footfall is having a negative impact on Anchor Springs business.</p> <p>Vacancy rate is still relatively low as of July 2015. Traders are concerned at Waitrose relocation to Rustington. Store Properties have taken over the lease of the existing site in Avon Road and have advised that it is unlikely to be replaced with another food retailer. No tenant has been secured at this time.</p>
Arcade	<p>The Town Council has agreed to keep some elements of the 2016 festive lighting in situ as decorative lighting for the Arcade. This was received well by the traders in the Arcade.</p> <p>SSE have installed new lighting in the Arcade (August 2016), though the issue of pigeons nesting remains a challenge.</p> <p>A meeting in July has been organised with SSE lighting contractors and WSCC to discuss potential improvements to the Arcade. SSE run the PFI contract for lighting to the Arcade, which is adopted</p>

Littlehampton Regeneration Position Statement

	<p>highway and therefore under the Highways Authority.</p> <p>Meeting held with Eddisons, Arcade management agents. Have advised that due to minimum income received by the owners, it is unlikely that they will invest in decorative improvements to the arcade. Leases expire in November 2021. No decision has been made by the owners regarding long term plans for the site.</p> <p>Arcade businesses had full occupancy as of November 2015. The former post office site ground floor has split into two units, occupied by a gym and also a shop selling vintage and collectables. Above shop has been converted into mixed use.</p>
<p>Town Centre Safety</p>	<p>The new policing arrangements have been questioned by traders who will be having separate meetings in Feb 2017 with Nick Gibb MP and Katy Bourne (PCC) to discuss. A decision on Home Office funding on continuation of the Business Wardens scheme is imminent</p> <p>The PSPO proposals were taken back out to consultation and revision, with final approval from cabinet being sought at the 6 Feb 2017 meeting.</p> <p>New Public Space Protection Orders (PSPO) proposals currently out to consultation. The PSPO will potentially give police and designated official's stronger powers in relation to anti-social behaviour, including dispersal powers. The consultation started 20 June 2016 and will finish on 11 September. Results of consultation with recommendations will go to Cabinet in December.</p> <p>April 2016 – The business warden's service has now been rolled out to Bognor Regis. The police will review the service in the next quarter, to include a survey of traders. With likely reduction in police resources, it is crucial that the traders continue to work with the wardens and to report issues of crime and anti-social behaviour.</p> <p>A trader and police liaison group has been set up to monitor and address any trend in anti-social behaviour in the town centre. In the period from 1 April to 31 December 2015, there was a 25% reduction in reported incidents of anti-social behaviour in the River Ward, compared with the same period in 2014.</p>

Littlehampton Regeneration Position Statement

	<p>Proposals for new Public Space Protection Orders (PSPOs) are being re-submitted to ADC in May. The PSPO potentially gives Council's and the police more powers in dealing with issues such as street drinking and anti-social behaviour. If proposals are agreed at ADC Cabinet, then the proposals will go out to public for consultation.</p> <p>A business warden's service was been launched in as a pilot in Littlehampton (and Eastbourne) to help reduce crime effecting shops and businesses in the towns. It is hoped business wardens will also be extended to Bognor Regis and Arundel during the pilot period.</p> <p>It is being funded by the Home Office until 2017. The Littlehampton Town Centre Regeneration Officer now sits on the Retail Crime Partnership, set up partly to oversee the business warden project.</p>
<p>Town Traders Partnership</p>	<p>In partnership with the Littlehampton Traders Partnership, ADC has launched the Shop Littlehampton Facebook page. Promoting businesses, events and general matters regarding the town centre, the Shop Littlehampton Facebook page will be a vehicle for businesses to e.g. highlight offers, sales, staff achievements, etc. Arun District Council with Littlehampton Traders Partnership is sponsoring the annual Kids Fun Day(s), held in the High Street on every Wednesday in August. The Fun Days will have a number of children's activities free of charge.</p> <p>The Littlehampton Traders Partnership held its AGM on 15 March 2016. The Partnership has a new board, with Simon Vickers and Celia Thomson re-elected as Chair and Vice-Chair. The AGM also agreed and adopted a new constitution. 'Shop Littlehampton Town Map' has been reprinted and distributed. The Partnership is working with the Littlehampton Town Centre Regeneration Officer on a number of marketing and promotion projects.</p> <p>The ADC/LTC and traders funded two-hour free parking disc project continues to be very successful. St Martin's car park averages at around 72% of vehicles displaying the 2 hour free parking disc, the majority of the rest being blue badge.</p>

Littlehampton Regeneration Position Statement

	<p>The Littlehampton Traders Partnership has commissioned two Spirit FM radio campaigns; a two week campaign to promote the 2 hour free parking disc took place in October 2015. The other to promote independent businesses in Littlehampton for the fortnight in the run up to Small Business Saturday 5 December 2015. Traders successfully fundraised for new defibrillator in the High Street. This was supported by donations from local residents and a grant from the British Heart Foundation. Due to change in personnel at the Littlehampton Academy, there has been a delay in taking forward the High Street survey.</p>
<p>Markets</p>	<p>Following the success of the Artisan Market, this has been used as a model for festive markets held in most Saturdays in the festive period Dec 2016.</p> <p>A very successful Portuguese market took place in Littlehampton High Street on Saturday 26 Nov 2016. A partnership venture between ADC and LTC, the market also attracted various Portuguese speaking community organisations and was visited by the Portuguese consul. Further Portuguese markets and events are being planned.</p> <p>The Littlehampton Traders Partnership has given support for a second year of the Artisan Market. The market will run for the first Saturday of each month starting April to Nov 2016. There will be an additional market in December 2016 as part of the festive offer.</p> <p>The Artisan Market finished its pilot run on 7 November 2015. It has continued to attract more stalls and shoppers/ visitors to the town centre. Businesses will be canvassed as to whether we give the market a second run in 2016. Informal feedback has been very positive.</p> <p>The Friday General Market continues to attract footfall into the town centre.</p>
<p>Littlehampton Promenade Shelter Project</p>	<p>Marketing particulars (please see attached) for the shelter site which is situated midway between Littlehampton and Rustington promenades have been promoted externally for a commercial business opportunity on a long lease agreement. The Council requested that Expressions of Interest should be received by 28th October 2016. All potential applicants were then required to complete an application form with all Tender submissions being submitted to the Council by the deadline date of Friday 6th January</p>

Littlehampton Regeneration Position Statement

	<p>2017.</p> <p>Council officers have shortlisted 3 applicants for interview and a verbal progress update will be presented to the LRSC on Thursday 9th February 2017</p>
<p>Littlehampton Long Bench Slat Engraving scheme</p>	<p>Littlehampton's Long Bench and shelters were installed and opened to the public on 30th July 2010. The bench was created, following a community initiative to come up with ideas to enhance Littlehampton seafront. The scheme cost is in excess of £500k and its lifecycle is between 20 to 25 years.</p> <p>Slats were sold on the bench for engraved messages to help pay for the on-going maintenance of the shelters and to create a unique identity for the bench and seafront. Once all of the larger slats had been used, the engraving scheme closed. Since the scheme stopped there have been limited resources to manage the actual process and a reactive approach has been necessary.</p> <p>The Economic Regeneration team has been researching opportunities to relaunch the scheme at zero cost to the Council. Officers will provide the LRSC with a verbal update at a future meeting.</p>
<p>Arun Coastal Conference</p>	<p>The first Arun Coastal Conference took place at the Bodyshop HQ in Littlehampton on 27 October 2016. Organised by ADC in partnership with the Littlehampton Coastal Communities Team, the event had a number of expert speakers including Gareth Bradford of the DCLG. Focussing on Littlehampton regeneration, the well-attended conference attracted local as well as wider area delegates.</p>

Littlehampton Promenade, West Sussex

New commercial business opportunity





The Opportunity

Arun District Council is delighted to offer a rare and exciting opportunity to develop a prime and unique seafront site adjacent to Sea Road, Littlehampton, West Sussex.

A long lease agreement of over 25 years will be available and the Council would welcome proposals that include either the renovation of the existing shelter or a new facility on this prime seafront location.

This location offers uninterrupted sea views, situated midway between Littlehampton and Rustington promenades, which presents a unique opportunity for a wide variety of commercial proposals.

The Council would welcome an innovative approach from the business community to maximise the potential of the site and improve the town's tourism appeal.

The approximate footprint of the site is 16m x 6m and viewings are firmly recommended.



Littlehampton Seafront

Littlehampton is situated on the South East coast of England. The town has been a major seaside destination since the Victorian era with award-winning architectural design features.

Littlehampton seafront has an attractive open expanse of seafront greens. The famous River Arun runs through the town's attractive harbour which meets with the sea.

Key features close by to this stretch of seafront include:

- Sandy and shingle award-winning beaches
- Beach huts
- Skate park
- Kite surfing hub
- Sailing club
- An award-winning Green Flag park and lake
- Leisure centre
- 9 hole Pitch and Putt course
- Adventure golf
- Land and park train
- On-street and leisure centre parking



Regeneration in Littlehampton

In 2015, £22m was invested to protect the town from future flooding. The scheme included an award-winning public space enhancement scheme on the town's East Bank which has now become an attraction of its own.

Design plans have been developed for Littlehampton town centre and the connectivity between the seafront and riverside to improve the overall experience for pedestrians. The Council is currently applying for external funding to secure delivery of the town centre scheme.

An investment of £15m will be made into the development of a new Leisure Centre that will be situated close to this commercial site.

The Council is focused on boosting the economy of the town to ensure it thrives, a desire that is reflected in the Council's draft Local Plan.



The Vision

A new business in this location would need to enhance the tourism and visitor offer of the seafront. Any tender selection would be weighted to meet this objective.

Water-based activities are popular in this location and this area of seafront currently has limited opportunities to purchase food and drink so this use for the site would be encouraged. However, the Council is open to any innovative proposals and ideas on how to maximise the site's potential. The development area could be extended subject to appropriate permissions and approvals being granted.

The facility would be open all year round and opening times will be agreed with the successful tenderer.



Invitation to Tender

The Council welcomes proposals for this location on a long lease, it is anticipated that the lease would commence in 2017.

The lease will be on a Full Repairing and Insuring basis, with a term of at least 25-years. The leasee will be responsible for the operation of the new business, the land and building.

Deadline dates

For expressions of interest will be Friday 28th October 2016.

Completed applications must be submitted by 12 noon on Friday 6th January 2017.

For enquiries, expressions of interest and to request a formal tender application form, please contact Phil Graham on 01903 737858 or email phil.graham@arun.gov.uk



Further information

A successful planning application had previously been supported in 2010 – Ref LU/173/10/ although the agreement has now expired. A copy of this permission is available online at www.arun.gov.uk or obtainable from Arun District Council's Planning department.

The Local Planning authority will consider alternative uses for the site and will offer free pre-application advice for commercial proposals.

The successful applicant will be asked to provide plans, a specification and a more detailed proposal to the Council's Property and Estates Manager for approval prior to submitting a planning application or carrying out any work.

Viewings

The building may be viewed at any time of the day.

