



# Public Document Pack

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Committee Manager Jane Fulton (Ext 37611)

15 September 2020

## CABINET

A virtual meeting of the Cabinet will be held on **Monday 21 September 2020 at 5.00 pm** and you are requested to attend.

Members: Councillors Dr Walsh (Chairman), Oppler (Vice-Chair), Coster, Mrs Gregory, Lury, Stanley, Mrs Staniforth and Mrs Yeates

## A G E N D A – SUPPLEMENT PACK

15. COVID-19 RECOVERY WORKING PARTY - 23 JULY AND 8 SEPTEMBER 2020 (Pages 1 - 24)

Attached are the Minutes from the meeting of the Covid-19 Recovery Working Party held on 8 September 2020 together with background information.

Note : Members are reminded that if they have any detailed questions would they please inform the Chairman and/or relevant Director in advance of the meeting.

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# Public Document Pack Agenda Item 15

Subject to approval at the next Covid-19 Recovery Working Party meeting

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## COVID-19 RECOVERY WORKING PARTY

8 September 2020 at 6.00 pm

Present: Councillors Chapman (Chairman), Tilbrook (Vice-Chairman), Bennett, Mrs Cooper, Cooper, Dendle, Mrs Haywood, Mrs Staniforth, Ms Thurston and Dr Walsh.

[Note: Councillors Ms Thurston and Dr Walsh were absent from the meeting during consideration of the matters contained in the following minutes – Minute 11 to 13 (Part on the discussion on Theme 1)].

### 11. WELCOME

The Chairman welcomed Members and Officers to the third meeting of this Working Party.

### 12. DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

### 13. MINUTES

The Minutes from the meeting of the Working Party held on 23 July 2020 were approved as a correct record and it was agreed that these would be signed by the Chairman at his earliest opportunity.

### 14. THE COUNCIL'S ECONOMIC RECOVERY FROM COVID-19

The Chairman briefly reflected on the last two meetings of the Working Party held on 2 and 23 July 2020 and stated that there had been meaningful discussion looking at the key themes that should be fully examined to confirm how the Council should move forward into its recovery stage. The work undertaken to date had been collated into a data sheet containing five key themes which had been updated further for this meeting and which the Working Party had identified should be explored. The Chairman confirmed that he wished to have placed on record his thanks to Gemma Stubbs for her assistance in bringing this work together.

The Working Party then focused on a list of recommendations that had been formulated from discussion held at the last Working Party meeting which if agreed, would become formal recommendations for Cabinet to consider at its next meeting to be held on 21 September 2020. In view of the number of recommendations proposed, the Chief Executive suggested that once the Working Party had confirmed these, it might wish to also place them into an order of priority.

The Working Party then worked through the recommendations which are as set out below – these were theme by theme:

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### **Theme 1 : Business Communities, Sector and Innovation**

1(i) That a reliable database of skills shortage is compiled so that the District can effectively play its part in recovering and continuing the economic wellbeing of business and residents in the future. The Arun Business Partnership should be involved in this process (*Items 1.1, 1.2, 1.3. 1.4 and 1.6 in Appendix A*).

1(ii) That a further study is initiated into the convergence of the results of the survey of skills shortages with the extra Government funding for “Skills Academies” (*Items 1.1, 1.2, 1.3. 1.4 and 1.6 in Appendix A*).

These recommendations were agreed by the Working Party.

### **Theme 2 : Labour Markets, Unemployment and Skills**

2(i) That the “Climate Change and Sustainability Manager” (when appointed) should fully engage with local enterprises in the drive for improved “green” insulation and heating for homes, business premises and public buildings (*General Comments Section in Appendix A*).

The Chairman invited further input and Councillor Dr Walsh reported on his attendance, earlier that afternoon, at a meeting of the Coast to Capital LEP involving the Group Leaders of neighbouring local authorities. That meeting had discussed the main themes felt to be essential to instigate recovery being Stronger; Smarter; and Greener, so this recommendation was very relevant.

Councillor Dendle stated that the wording should be strengthened to illustrate the level of engagement that would be required with businesses to develop products. It was acknowledged that business would need to be on board to drive improvement in areas such as ‘green’ insulation, but it was also essential to equally push for businesses to develop new ‘green’ products to achieve climate change goals.

Discussion developed on the actual role of the new Climate Change and Sustainability Manager in terms of how exhaustive the Job Description was or would be and if it could accommodate Councillor Dendle’s query. Questions were asked about how the postholder would quantify local enterprise; what this would involve; and that this could be difficult to compile in the absence of a business directory.

Further questions were asked in terms of whether the JD for this post had been confirmed; and when would the appointment process commence as it was critical that the specification contained exactly what the Council wanted this post to achieve. The Chief Executive confirmed that the Job Description and Person Specification had been agreed and so recruitment was progressing.

The Working Party still looked for reassurance in terms of what the post would achieve and what had been included as key aims and objectives. Close working with the Business Partnership would be key to achieving main goals and accessing grants.

It was felt that the wording in the recommendation needed to reflect the Council's aims for the applicant to also consider other emerging innovations. It was pointed out that the work of the Climate Change and Sustainability Manager would, at time, cross over with the work of the new Commercial Manager when recruited to work on entrepreneurial green issues.

Revised wording to the recommendation was then proposed as set out below – deletions are shown using ~~strike through~~ and additions shown using **bold**:

“the “Climate Change and Sustainability Manager” (when appointed) should fully engage with local enterprises in the drive for ~~improved~~ economic recovery including “green” insulation and heating for homes, business premises and public buildings **and other emerging innovations and new products**.”

The Working Party agreed the amendments to this recommendation.

### **Theme 3 – Hospitality/Visitor Economy and Rural Areas**

3(i) The Planning Policy Sub-Committee consider how the provision of higher numbers of self-catering units for families and individuals in the District might be increased (*Item 3.6 in Appendix A*).

This was agreed by the Working Party.

3(ii) The Council supports the emergency provision of IT equipment to disadvantaged pupils and students during lockdown and formulate a policy statement. It is also recommended that Cabinet seeks clarification from West Sussex County Council about any plans they have to continue the supply of IT equipment to disadvantaged pupils in schools or colleges (*Item 3.5 in Appendix A*).

There was numerous discussion on this recommendation in terms of whether it was necessary to formulate a Policy statement; should this be an action for the Council in any case in or out of a pandemic; and what was the amount and type of equipment disposed of and to who. The Chief Executive explained that the Council did have equipment that could be passed onto disadvantaged pupils and that this project was handled by WSCC. He would liaise with Becky Shaw to obtain further details on how this worked and whether this was a permanent initiative.

The Chairman suggested that the Council should formulate a policy for the District so that this could be passed onto WSCC as Education Authority to action. The Working Party unanimously agreed that any scheme should continue on a permanent basis but was not sure of the need to compile a policy statement to undertake such work. The Working Party finally agreed the recommendation subject to the removal of the need to formulate a policy statement and also to remove reference that such a scheme only be operated during lockdown confirming it as a permanent and much needed scheme.

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The revised recommendation was confirmed as – deletions shown using ~~striketrough~~ and additions shown in **bold**:

The Council supports the emergency provision of IT equipment to disadvantaged pupils and students ~~during lockdown and formulate a policy statement.~~ It is also **therefore** recommended that Cabinet seeks clarification from West Sussex County Council about any plans they have to continue the supply of IT equipment to disadvantaged pupils in schools or colleges (*Item 3.5 in Appendix A*).

3(iii) To seek the approval of the Council to seek a Commercial Buyer of the Sussex by the Sea brand (*Item 4.5 in Appendix A*).

Subject to some minor queries, the Working Party supported this recommendation. Questions asked were whether this would be an outright sale or a majority stake sale. The point was made that the Council should drive some of the agenda and through this vehicle be able to attract more commercial traffic into the District. The Chief Executive reminded Councillors that they would receive a presentation from Blue Sail who were undertaking a review of the Council's tourism function. This recommendation would sit behind this work and also the work of Experience West Sussex in terms of industry support and trade development. The Director of Place confirmed that work on this review was still ongoing and so he anticipated that it would probably be a further 4-5 weeks before there would be a report ready for Members to consider.

Following some further discussion, this recommendation was agreed.

#### **Theme 4 : Place Making, High Streets**

4(i) To seek clarification from the Planning Policy Sub-Committee on the impact of the emerging changes from Central Government to "ease" Planning Law and Procedures (*Item 4.5 in Appendix A*).

The Director of Place was asked for an update on the White Paper. This was difficult to do, only to say that it would be a real challenge to understand the scale of changes and what these would mean for the Council. The Director of Place confirmed that he was not sure what this recommendation was asking the Sub-Committee to do because the changes anticipated within the White Paper had not yet come into effect. The only changes that had very recently been made were around the simplifying the use of classes and as these had only been effective for a matter of weeks, it was too early to be able to form a view and so it was felt that this recommendation was premature and perhaps should be delayed. Following discussion, the Working Party agreed to delete this recommendation for now but remembering to take a re-look in a bout one year's time.

4(ii) To commission a consultative exercise with Parish and Town Councils to establish their capability and willingness to continue to provide Community Hubs for the future to ensure that community/social support gained during the emergency are not lost (*Item 4.9 in Appendix A*).

The Chief Executive was confident that Town and Parish Councils would continue to offer their willingness to this and so there was really no need to conduct a consultative exercise with them. He felt that the wording to this recommendation could be simplified to reflect this and it was suggested that the wording “commission a consultative exercise” be deleted and replaced with “To consult” with Town and Parish Councils ..... This change was supported by the Working Party.

Councillor Mrs Cooper raised a concern that some Councils did not have an action plan in place to conduct this work and it would be if they could learn from others what did and did not work well. It was agreed that this would be kept under review.

The revised recommendation was confirmed as – deletions have been shown using ~~strikethrough~~ with additions shown using **bold**:

To ~~commission a consultative exercise~~, **consult** with Parish and Town Councils to establish their capability and willingness to continue to provide Community Hubs for the future to ensure that community/social support gained during the emergency are not lost (*Item 4.9 in Appendix A*).

- 4(iii) To review previous strategies for the two seafronts by:
- Re-examine the 2016 Bognor Regis Seafront Delivery Plan and prioritise a series of deliverable interventions and actions
  - Re-examine the 2014 Nine Big Ideas for Littlehampton, Concept Investment Plan and the 2016 Seafront Greens and Promenade project ideas and identify ways to progress the recommendations into deliverable projects.

This recommendation was agreed by the Working Party.

### **Theme 5 – Green/Sustainable Recovery**

5(i) To note the emerging heightened importance of the appointment of a Climate Change and Sustainability Manager to deliver a green, carbon neutral plan for the District including the business case for the provision of electric vehicles within the Arun fleet (*Item 5.2 in Appendix A*).

The Chief Executive explained to Members what it meant in terms of vehicle numbers for the Arun fleet. The Council’s contractors had responsibility for their own vehicles, only at the time of a tender could the Council make stipulations. For the Council’s waste contractor, as an example, there were no electric vehicles available to use for the disposal of household waste and nor was the Council aware of any forthcoming trials in this respect. In terms of the Council’s own fleet, this amounted to just a handful of vehicles and so it was suggested that reference to a business case for

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the provision of electric vehicles should be deleted. The Working Party was reassured that the new Climate Change and Sustainability Manager's responsibility would be to ensure that the Council would be carbon neutral by 2030, the provision of electric vehicles would be covered in the climate change action plan.

The revised recommendation was agreed as – with deletions shown using ~~strikethrough~~:

To note the emerging heightened importance of the appointment of a Climate Change and Sustainability Manager to deliver a green, carbon neutral plan for the District. ~~including the business case for the provision of electric vehicles within the Arun fleet (Item 5.2 in Appendix A).~~

5(ii) To commission a study aimed at gaining improved synergy from the numerous "bio-diversity" groups within the District so that better value is obtained from the District's contributions to their diverse interests and activities (*Item 5.5 in Appendix A*).

This recommendation was agreed by the Working Party.

Finally, the Chairman referred to the request that had been made by Councillor Ms Thurston to take forward an item on food security. Councillor Ms Thurston was invited to present her request.

Councillor Ms Thurston explained that the Government had issued recommendations following an independent review which looked at focusing on various areas in establishing a national food strategy. She believed that a food strategy for Arun should be included as part of the Council's recovery work focusing on building food resilience and tying in with other ideas discussed by the Working Party in terms of supporting the District's food suppliers and growers. The development of a district food strategy could encompass all such issues and involve building up links with producers. Councillor Ms Thurston referred to the Chairman's response to her which had outlined that it was perhaps premature to make any formal recommendations to Cabinet until the Government's White Paper and recommendations were published. However, she felt that if supported by the Working Party a recommendation could be made to Cabinet now to ensure that the creation of a food strategy, at the appropriate time, would not be forgotten. Councillor Ms Thurston therefore formally proposed the following recommendation to Cabinet on 21 September 2020:

"When the full and final recommendations from the Government's independent review are published the Council establishes a Working Party to consider a food strategy for local implementation".

This recommendation was seconded by Councillor Tilbrook. On the recommendation being put to the vote it was declared CARRIED.

Now that the Working Party's recommendations to Cabinet had been agreed, the Chief Executive asked if the Working Party wanted to consider putting the recommendations into an order or priority and if a timescale could be considered for each of the projects put forward. The Chairman confirmed that this task should be left to Officers to discuss with Cabinet Members or for Cabinet to confirm when considering the recommendations.

The Working Party then

RECOMMEND TO CABINET – That

- (1) A reliable database of skills shortage is compiled so that the District can effectively play its part in recovering and continuing the economic wellbeing of businesses and residents in the future. The Arun Business Partnership should be involved in this process;
- (2) a further study is initiated into the convergence of the results of the survey of skills shortages with the extra Government funding for “Skills Academies”;
- (3) the “Climate Change and Sustainability Manager” (when appointed) should fully engage with local enterprises in the drive for economic recovery including “green” insulation and heating for homes, business premises and public buildings and other emerging innovations and new products;
- (4) The Planning Policy Sub-Committee consider how the provision of higher numbers of self-catering units for families and individuals in the District might be increased;
- (5) The Council supports the emergency provision of IT equipment to disadvantaged pupils and students. It is therefore recommended that Cabinet seeks clarification from West Sussex County Council about any plans it has to continue the supply of IT equipment to disadvantaged pupils in schools or colleges;
- (6) Agreement be given to seek the approval of the Council to seek a Commercial Buyer of the Sussex by the Sea brand;
- (7) Approval be given to consult with Parish and Town Councils to establish their capability and willingness to continue to provide Community Hubs for the future to ensure that community/social support gained during the emergency are not lost;
- (8) Reviews take place on the previous strategies for the two seafronts to:
  - Re-examine the 2016 Bognor Regis Seafront Delivery Plan and prioritise a series of deliverable interventions and actions

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- Re-examine the 2014 Nine Big Ideas for Littlehampton, Concept Investment Plan and the 2016 Seafront Greens and Promenade project ideas and identify ways to progress the recommendations into deliverable projects;

(9) the emerging heightened importance of the appointment of a Climate Change and Sustainability Manager to deliver a green, carbon neutral plan for the District is noted;

(10) a study is commissioned aimed at gaining improved synergy from the numerous “bio-diversity” groups within the District so that better value is obtained from the District’s contributions to their diverse interests and activities; and

(11) When the full and final recommendations from the Government’s independent review are published the Council establishes a Working Party to consider a food strategy for local implementation

15. DATE OF NEXT MEETING

The Chairman stated that the Working Party was being asked to consider if it required a further meeting.

The Working Party agreed that this very much depended upon the outcome of Cabinet on 21 September 2020 and so it agreed to not convene a meeting at this point.

(The meeting concluded at 7.00 pm)

# ARUN DISTRICT COUNCIL

## REPORT TO THE COVID-19 RECOVERY WORKING PARTY ON 8 SEPTEMBER 2020

**SUBJECT:** The Council's economic recovery from Covid-19

**REPORT AUTHOR:** Nigel Lynn – Chief Executive Officer

**DATE:** 20 August 2020

**EXTN:** 01903 737600

### **EXECUTIVE SUMMARY:**

Following the establishment of this Working Party by Cabinet on 22 June 2020, this report includes the various points raised at the meeting of 23 July 2020 for approaching the review to help tackle the Council's recovery from the Covid-19 pandemic.

### **RECOMMENDATIONS:**

The Working Party recommends approval by Cabinet to the following:

#### **Theme 1: Business Communities, Sector and Innovation**

- 1(i) That a reliable database of skills shortages is compiled so that the District can effectively play its part in recovering and continuing the economic wellbeing of business and residents in the future. The Arun Business Partnership should be involved in this process. (*items 1.1, 1.2, 1.3, 1.4 and 1.6 in Appendix A*).
- 1(ii) That a further study is initiated into the convergence of the results of the survey of skills shortages with the extra Government funding for "Skills Academies." (*items 1.1, 1.2, 1.3, 1.4 and 1.6 in Appendix A*).

#### **Theme 2: Labour Markets, Unemployment and Skills**

- 2(i) That the "Climate Change and Sustainability Manager" (when appointed) should fully engage with local enterprises in the drive for improved "green" insulation and heating for homes, business premises and public buildings (*General Comments section in Appendix A*).

#### **Theme 3: Hospitality/Visitor Economy and Rural Areas**

- 3(i) The Planning Policy Sub Committee consider how the provision of higher numbers of self-catering holiday units for families and individuals in the District might be increased (*item 3.6 in Appendix A*).

3(ii) The Council supports the emergency provision of IT equipment to disadvantaged pupils and students during lockdown , and formulate a policy statement It is also recommended that Cabinet seek clarification from West Sussex County Council about any plans they have to continue the supply of IT equipment to disadvantaged pupils in schools or colleges (*item 3.2 in Appendix A*).

3(iii) To seek the approval of the Council to seek a Commercial Buyer of the Sussex by the Sea brand (*item 3.5 in Appendix A*).

#### **Theme 4: Place Making, High Streets**

4(i) To seek clarification from the Planning Policy Sub Committee on the impact of the emerging changes from Central Government to “ease” Planning Law and Procedures (*item 4.5 in Appendix A*).

4(ii) To commission a consultative exercise with Parish and Town Council to establish their capability and willingness to continue to provide Community Hubs for the future to ensure that community/social support gained during the emergency are not lost (*item 4.9 in Appendix A*).

4(iii) To review previous strategies for the two seafronts by;

- Re-examine the 2016 Bognor Regis Seafront delivery plan and prioritise a series of deliverable interventions and actions.
- Re-examine the 2014 Nine Big Ideas for Littlehampton, Concept Investment Plan and the 2016 Seafront Greens and Promenade project ideas and identify ways to progress the recommendations into deliverable projects.

#### **Theme 5: Green/Sustainable Recovery**

5(i) To note the emerging heightened importance of the appointment of a Climate Change and Sustainability Manager to deliver a green, carbon neutral, plan for the District including the business case for the provision of electric vehicles within the Arun fleet (*item 5.2 in Appendix A*).

5(ii) To commission a study aimed at gaining improved synergy from the numerous “bio-diversity” groups within the District so that better value is obtained from the District’s contributions to their diverse interests and activities (*item 5.5 in Appendix A*).

### **1.0 BACKGROUND AND PROPOSALS FOR RECOVERY WORK**

1.1 Cabinet on 29 April, 1 and 22 June 2020 received detailed update reports on Covid-19. As part of its work in looking forward to the recovery stage of this pandemic, Cabinet agreed, at its meeting held on 22 June 2020, to establish this Working Party to investigate exactly how the Council should move forward into its recovery stage. It is recommended that this Working Party should continue to investigate five core themes that are being used by the Government Recovery Group, working with the Local Government Association (LGA) and the District Council Network (DCN) and County Council Network (CCN).

1.2 The core themes used by the Government for their “Recovery Cell” are set out below: The themes are the same as the Government’s Recovery Cell:

- 1. Business Communities, Sector and Innovation**
- 2. Labour Markets, Unemployment and Skills**
- 3. Visitor Economy and Rural Areas**
- 4. Place Making, High Streets and City Centre**
- 5. Green/Sustainable Recovery**

1.3 It is felt that the above core themes and ideas will be useful to assist Members in focusing on any particular theme.

1.4 Members are asked to consider the points raised at the last meeting, along with the added Officer comments (see Appendix A).

1.5 The Working Party recommends approval by Cabinet of the following at their meeting on 21 September 2020:

### **Theme 1: Business Communities, Sector and Innovation**

1(i) That a reliable database of skills shortages is compiled so that the District can effectively play its part in recovering and continuing the economic wellbeing of business and residents in the future. The Arun Business Partnership should be involved in this process. (*items 1.1, 1.2, 1.3, 1.4 and 1.6 in Appendix A*).

1(ii) That a further study is initiated into the convergence of the results of the survey of skills shortages with the extra Government funding for “Skills Academies.” (*items 1.1, 1.2, 1.3, 1.4 and 1.6 in Appendix A*).

### **Theme 2: Labour Markets, Unemployment and Skills**

2(i) That the “Climate Change and Sustainability Manager” (when appointed) should fully engage with local enterprises in the drive for improved “green” insulation and heating for homes, business premises and public buildings (*General Comments section in Appendix A*).

### **Theme 3: Hospitality/Visitor Economy and Rural Areas**

3(i) The Planning Policy Sub Committee consider how the provision of higher numbers of self-catering holiday units for families and individuals in the District might be increased (*item 3.6 in Appendix A*).

3(ii) The Council supports the emergency provision of IT equipment to disadvantaged pupils and students during lockdown , and formulate a policy statement It is also recommended that Cabinet seek clarification from West Sussex County Council about any plans they have to continue the supply of IT equipment to disadvantaged pupils in schools or colleges (*item 3.2 in Appendix A*).

3(iii) To seek the approval of the Council to seek a Commercial Buyer of the Sussex by the Sea brand (*item 3.5 in Appendix A*).

#### Theme 4: Place Making, High Streets

- 4(i) To seek clarification from the Planning Policy Sub Committee on the impact of the emerging changes from Central Government to “ease” Planning Law and Procedures (*item 4.5 in Appendix A*).
- 4(ii) To commission a consultative exercise with Parish and Town Council to establish their capability and willingness to continue to provide Community Hubs for the future to ensure that community/social support gained during the emergency are not lost (*item 4.9 in Appendix A*).
- 4(iii) To review previous strategies for the two seafronts by;
- Re-examine the 2016 Bognor Regis Seafront delivery plan and prioritise a series of deliverable interventions and actions.
  - Re-examine the 2014 Nine Big Ideas for Littlehampton, Concept Investment Plan and the 2016 Seafront Greens and Promenade project ideas and identify ways to progress the recommendations into deliverable projects.

#### Theme 5: Green/Sustainable Recovery

- 5(i) To note the emerging heightened importance of the appointment of a Climate Change and Sustainability Manager to deliver a green, carbon neutral, plan for the District including the business case for the provision of electric vehicles within the Arun fleet (*item 5.2 in Appendix A*).
- 5(ii) To commission a study aimed at gaining improved synergy from the numerous “bio-diversity” groups within the District so that better value is obtained from the District’s contributions to their diverse interests and activities (*item 5.5 in Appendix A*).

#### 2.0 OPTIONS:

1. To support the points raised at the last meeting (23.7.20) and the recommendations within this report as a basis for the recovery work for the Council and build on these to propose future priorities and further investigation; or
2. To propose alternative ideas and recommendations for taking the recovery work forward.

#### 4.0 CONSULTATION:

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		✓
Relevant District Ward Councillors		✓
Other groups/persons (please specify) <ul style="list-style-type: none"> <li>• Leader of the Council and Deputy Leader</li> <li>• Four Group Leaders</li> </ul>	✓	

<b>5.0 ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail below)</b>	<b>YES</b>	<b>NO</b>
Financial	✓	
Legal	✓	
Human Rights/Equality Impact Assessment		✓
Community Safety including Section 17 of Crime & Disorder Act	✓	
Sustainability	✓	
Asset Management/Property/Land	✓	
Technology	✓	
Other (please explain)		✓

**6.0 IMPLICATIONS:**

- 6.1 It must be recognised that the Council also has limited funds to be able to make direct interventions. Instead, it is likely that the Council will need to focus on providing local leadership and policy changes to provide an economic stimulus and facilitate any necessary structural change. This may require seeking out external funding wherever possible. In the main, therefore, this Council will be facilitating the recovery process and helping to provide community leadership.
- 6.2 The final picture regarding the Council's financial position will not be known until the emergency is over. Any future funding from the Government is unknown and is likely to be based on a more sophisticated formula this time than just population. Additionally, expenditure is difficult to predict as we do not know how long the situation will last. Officers continue to work on the Council's financial position using the limited data available to them.

**7.0 REASON FOR THE DECISION:**

To implement the decision of Cabinet on 22 June 2020.

**8.0 BACKGROUND PAPERS:**

Agendas and Minutes from Meetings of Cabinet held on 29 April, 1 and 22 June 2020 - please click on this link - <https://democracy.arun.gov.uk/ieListMeetings.aspx?Committeeld=140>

Minutes from the Covid Recovery Working Party meeting held on 2 July 2020 - please click on this link <https://www.arun.gov.uk/download.cfm?doc=docm93jjm4n15817.pdf&ver=16320>

Minutes from the Covid Recovery Working Party meeting held on 23 July 2020 - please click on this link <https://www.arun.gov.uk/download.cfm?doc=docm93jjm4n15818.pdf&ver=16321>

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**Appendix A - Covid Recovery Working Party - Key themes to progress**  
**Updated following Covid Recovery Working Party on 23.7.20**

<b>1. Theme: Business Communities, Sector and Innovation</b>			
<b>Actions to take</b>	<b>Comments from Cllr Chapman following 2.7.20 Covid Recovery Working Party</b>	<b>Officer comments for Covid Recovery Working Party on 23.7.20</b>	<b>Comments from Members at Covid Recovery Working Party on 23.7.20</b>
1.1 The Council needs to understand the impact on Arun businesses, possibly through our Arun Business Partnership, as a start. Arun Business Partnership - % of the total in ADC?	See Gov't publication on High St Taskforce's COVID-19 Recovery Framework. Funds available to local authorities.	We will investigate the (approx) 3,500 contacts in relation to the recent Government Business Grants with the Arun Business Partnership membership to correlate the number of business that have been in contact with us. That will provide a sound business directory for future contact and advice.	Members expressed their desire that the resources available to the ABP should be sufficient to ensure that it was fit for purpose so that ABP could play an effective role in assisting the economic recovery of the District. It was generally felt that this could form the nucleus of the first recommendation to Cabinet. It was agreed that this point of discussion had been wide enough to absorb items 1.1, 1.2, 1.3, 1.4 and 1.6
1.2 Businesses need to provide as much help and advice online as possible.	Does this need a dedicated portal?	As above in 1.1	
1.3 How can we encourage start-ups/new ventures?	Government scheme to be advised See also Arun Business Partnership July Newsletter		
1.4 Some businesses can't get loans	Under current review by Gov't & LGA Mostly	As above in 1.1	
1.5 Horticultural sector important	No current guidance on the Horticultural sector		Members noted that the Horticultural Sector which was a significant employer within the District. Members were disappointed to note that there had, so far, been no specific proposals from Central Government on support measures for this important sector of our local economy.
1.6 SME's key		As above in 1.1	See comments 1.1-1.4 above
1.7 Hospitality Sector important – "staycations" will be important	Sector now reopening what is the detail in Arun	"Hospitality" theme in section 3	Members noted that this would be discussed under section 3 of the Appendix.

1.8	Culture sector – broadband important – City Fibre update?	Gov't support for Arts & Culture £1.57bn		Members noted the recent Government announcement of a support package amounting to £1.57bn.
1.9	Green business and making businesses more aware of green issues	See under green issues/sustainability	As above in 1.1	Members noted the recent announcements of Central Government regarding the injection of funds to reduce the carbon impact of insulation and heating in homes, commercial premises and public buildings.
1.10	Buying local – encourage large supermarkets to buy local	Might not square with all supermarket chains seeking 10% reduction in contract prices Do we have the right contacts to do this?		Members noted that whilst here had been encouraging developments in this activity during “lockdown” the real issue was the extent that this would be continued given the current pressure for large Supermarket chains for suppliers to cut contract prices by 10%.
1.11	Out of town retail going out of business – do we have accommodation/space in the Civic Centre?			
1.12	SME's toughest point in six months time a. January – resilience and support b. Help existing businesses by online support	See Gov't business support scheme Now has £10 million to stimulate start ups in tourism sector		
1.13	We have more knowledge of our businesses now than before Covid 19	What are the figures?	As above in 1.1	
1.14	Give Denise's team more support- can we hire people for her team with knowledge of specific industries	Suggest Cabinet ensures sufficient resource is available to the Economic Development Team so that effective integration with local and national commerce/industry bodies can be built and maintained.		

1.15 Hire more parking enforcement officers as they make more money than they cost.			
<b>2. Theme: Labour Markets, Unemployment and Skills</b>			
<b>Actions to take</b>	<b>Comments from Cllr Chapman following 2.7.20 Covid Recovery Working Party</b>	<b>Officer comments for Covid Recovery Working Party on 23.7.20</b>	<b>Comments from Members at Covid Recovery Working Party on 23.7.20</b>
General comments			<p>General comments from 23.7.20:</p> <p>A Member raised the issue of Arun offering apprenticeship opportunities to young people. After discussion this was widened to include “internships” and might form the basis for a recommendation to Cabinet.</p> <p>It was noted that significant local employment opportunities could follow the rollout of the Government scheme on “green” insulation and heating for homes, business premises and public buildings. It was noted that Arun had only recently upgraded gas heating in its properties and scope for “greening” our housing stock was, therefore, potentially limited. Nonetheless this might form the basis for a recommendation to Cabinet.</p>
<p>2.1 Training for different occupations as we come out of the Coronavirus pandemic?</p> <ul style="list-style-type: none"> <li>• Work with Further Education/Higher Education</li> <li>• Provide courses that match skills shortage</li> </ul>	See kickstart scheme above plus latest announcement today on job retention scheme	Many young people are experiencing mental and emotional health issues, including low mood, anxiety and stress and isolation. This can lead to anti-social behaviour, drug and alcohol abuse, self-harm and criminality. Lockdown has led to reduced sleep quality, increased screen	

<p>and added value – not low wages</p> <ul style="list-style-type: none"> <li>• Survey on missing skills?</li> </ul>		<p>time, obesity and weight gain, and reduced levels of physical activity. Many of the support structures that young people rely on have been removed.</p> <p>There needs to be a large scale increase in the quality and quantity of mental health services for children and young people. Any approach to emotional and mental health services should be supplemented by a locally-led, integrated youth services offer</p> <p>The solution to this is a coherent national strategy for 16-25 year olds, based around the concept of a local authority led integrated youth offer, with professional youth work at its core.</p> <p>There is a need for structured diversionary activities, particularly over the summer months. Some young people are isolated and lonely, whilst others will find risky ways to meet with their friends. The solution to this is a properly funded programme of diversionary activities, locally delivered as part of the integrated youth service offer.</p>	
<p>2.2 How do we promote opportunities to graduates?</p> <p>a) Northbrook College</p> <p>b) University of Chichester</p>	<p>See latest announcements from Gov't on Skills Academies &amp; funding</p>	<p>Significant numbers of young people between the age of 18 and 24 will be leaving full time education this summer. This age group is disadvantaged in the labour market and the Covid 19 crisis will exacerbate that. The</p>	<p>Items 2.3 and 2.4 were previously under Theme 1 but Members agreed on 23.7.20 to move these two points to Theme 2. Members discussed ways in which liaison with providers of Higher and Further Education in the District</p>

		<p>national claimant rate for young people has more than doubled since February.</p> <p>In FE and HE, there is a concern that young people, who may not have sat exams this year, will not be able to evidence their achievements, and may be deterred from enrolling.</p>	<p>could be strengthened. One potential opportunity was to conduct a “skills shortage survey” across employers using the ABP in order to establish how the recently announced extra funding for Skills Academies and the “Kickstart Scheme” might be used most effectively. This might form the basis for a recommendation to Cabinet.</p>
2.3	No employment opportunities for young people	£2bn Gov’t kickstart scheme for 18/24 yr olds	Nationally, CEO’s support an approach to tackle unemployment amongst young people, which is multi agency and commissioned and delivered locally. This should include independent advice and guidance.
<b>3. Theme: Hospitality/Visitor Economy and Rural Areas</b>			
<b>Actions to take</b>		<b>Comments from Cllr Chapman following 2.7.20 Covid Recovery Working Party</b>	<b>Officer comments for Covid Recovery Working Party on 23.7.20</b>
General		Incorporate latest announcements from Chancellor on reduction of VAT from 20% to 5% and eat out vouchers	<p>General comment on the topic; Officers will provide members with an update on the activity of Experience West Sussex during the pandemic and proposed activity over the forthcoming months.</p> <p>Officers will also provide updates on the outcome of the review of tourism taking place shortly by consultants Blue Sale</p>
3.1	Strengthen accommodation sector through either use of branded hotels (Premier Inn etc) or the construction of more self-catering units	Recommend that Cabinet commissions a report on the practicalities of these options	<p>Members noted the recent announcement by the Chancellor that VAT would be temporarily reduced from 20% to 5% and the introduction of “eat out” vouchers.</p> <p>On the strengthening of the hospitality sector and the visitor economy Members discussed the possibility of promoting the construction of more self-catering units for individuals and families. After discussion it was agreed that this would form the basis for a recommendation to Cabinet.</p>

	for individuals families. Either by Arun ourselves or by Developers/Businesses.			
3.2	Students from disadvantaged backgrounds – give them the IT to progress	Lobby local MPs particularly Nick Gibb given his role in education		Students from disadvantaged backgrounds had suggested that the local Education Authority (WSCC) should be approached as to the plans to continue with the supply of IT equipment to qualifying students. After further discussion the working party agreed that this might form the basis for a recommendation to Cabinet.
3.3	Package bundles and work more regionally (itinerary) to make Arun more attractive to come to	A dependency here is to encourage co-operative arrangements among businesses with sheared/complementary interests.	This work is already taking place through Experience West Sussex.	On “package bundles” to make Arun more attractive to visit it was noted that this work was already in train through Experience West Sussex.
3.4	Transport links important/discounted public transport important			Members felt that there should be a recommendation to Cabinet to “engage” with WSCC so that rural isolation issues could be better addressed for the economic and social benefit of disadvantaged and vulnerable elderly residents.
3.5	Sussex by the Sea – sell off to travel agency (privatise the brand)			Members agreed to move this to Theme 3 from Theme 4.  The Chief Executive briefed on the meeting on the background to “Sussex by the Sea.” After discussion it was agreed that this would form the basis for a recommendation to Cabinet.
3.6	‘ArunBnB’ a more specialised and localised AirBnB or companion to AirBnv, with local	Are there any local/national/regional bodies that are able to take this forward?		The Working Party discussed the possibility of promoting a more localised form of AirBnB. It was agreed that further work was needed on this and it might form

knowledge and Tourist Information			the basis for a recommendation to Cabinet.
<b>4. Theme: Place Making, High Streets</b>			
<b>Actions to take</b>	<b>Comments from Cllr Chapman following 2.7.20 Covid Recovery Working Party</b>	<b>Officer comments for Covid Recovery Working Party on 23.7.20</b>	<b>Comments from Members at Covid Recovery Working Party on 23.7.20</b>
General		General comment on the topic; Officers provide regular updates (through the weekly Cllr Briefings) on the activity in relation to the High Street recovery funds.	
4.1 Drop 'City' from title		The theme is copied from the Government's Recovery targets; hence the reference to "City" ('City Centre' now removed from title)	Members noted that there was nothing to add at this time
4.2 Retail/online change likely to continue more. Wi-fi a must for the High Street. More hospitality likely to encourage overnight stays.			Members noted that there was nothing to add at this time
4.3 Belgium model – inner circle discussed			Members thought that this might form the basis for a recommendation to Cabinet and see also 4.4 below
4.4 Think radically <ul style="list-style-type: none"> <li>• What is happening elsewhere?</li> <li>• Towns next to coast USP</li> <li>• Seaside towns and towns by the sea</li> <li>• Encourage beach to town spend</li> <li>• Have more restaurants that are sea-facing, take advantage of our location?</li> </ul>	Arun has already produced outline plans for improving the economic development of Littlehampton & Bognor Regis by zoning the sea fronts. The group could have a presentation from Denise on these plans?		An addition was introduced so that it included "having more restaurants that are sea facing in order to take advantage of our location". It was also noted that the District had carried out considerable work on the potential "Zoning" of the sea fronts at Bognor Regis and Littlehampton and the Working Party expressed interest in gaining a better understanding of the potential benefits arising from the work. It was agreed that Denise Vine would be asked to circulate a briefing note to Members.

4.5	Build property in town centres and convert others to include accommodation Need to move to a Post Retail High Street- can we look at entertainment options e.g. Trampoline parks and game centres.	Look at conversion of retail units into commerce/business?	A study was carried out in Bognor Regis a few years ago about the availability of accommodation above shops in the High Street (London Road). A similar study could be commissioned for Bognor Regis, Littlehampton, Arundel and Rustington with a view to creating a Planning policy around this topic.	Karl Roberts provided an update on current proposals from Central Government to ease or abolish planning restrictions/procedures. Future progress might be directed to consideration of these issues by the Planning Policy Sub Committee via a recommendation to Cabinet.
4.6	Food festivals and events positive (Taste of Sussex)			
4.7	Changes to planning roles – announcement – KR to circulate		Karl Roberts has circulated the document to the Working party.	See comments in item 4.5 above
4.8	Link to Experience West Sussex – brief update provided by NL		Experience west Sussex activity will be circulated to the Working party	Links to Experience West Sussex details of which had been circulated to the Working Party.
4.9	Make Our High Streets Community Hubs- Set up some kind of personal shopper/concierge system so elderly/vulnerable residents can go somewhere and relax/have a coffee while someone goes and does their shopping for them.	Build on the successes of Community Hubs by ensuring that all our high streets have them. Work with Parish and Town Councils on possibly a personal shopper system with existing community halls.		The salient issue that emerged was the need to maintain a “community hub” facility and in villages to explore, with Parish Councils, the possibility of maintaining hubs based around Village halls. One of the critical success factors would be the use of electronic media for inbound/outbound communication and one Member expressed reservations about local abilities to do this given that not all villages had access to “silver surfers.” The Chairman undertook to look further into this and report to her outside the meeting.
4.10	Speaker system in high streets- could create atmosphere with music and could be for advertising and announcements	Recommend that Cabinet should discuss with respective Town/Parish Councils to see if this is something they want/support.		
4.11	Provide better sheltering for Rainy days- more modern shelters and provide Umbrellas in high streets?			On the need to provide shelter for rainy days when queuing was necessary one Member expressed her absolute opposition to the provision of “poncho’s.”

<b>5. Theme: Green/Sustainable Recovery</b>			
<b>Actions to take</b>	<b>Comments from Cllr Chapman following 2.7.20 Covid Recovery Working Party</b>	<b>Officer comments for Covid Recovery Working Party on 23.7.20</b>	<b>Comments from Members at Covid Recovery Working Party on 23.7.20</b>
General	Green Jobs Guarantee from Gov't plus LGA inform for data note also grants for conversion of Social Housing & homeowners for better insulation and carbon neutral heating		
5.1 Solar panels on properties more, link to good weather (plus batteries).			It was noted that the Government proposal also now covered the provision of carbon neutral insulation and heating to social housing. The recent upgrade to gas heating in the District's housing stock meant that this would require detailed consideration.
5.2 Electrical vehicle strategy agreed – how do we speed this up?	Do we have any businesses engaged in research/development/manufacture in this area plus hydrogen fuel cells	When the Sustainability Manager is appointed, an action plan will be created, which will probably include the procurement of electric vehicles within the Council fleet.	Members noted the recent decision of Cabinet to commit to the WSCC Strategy on provision of charging points for electrically propelled vehicles. It was also noted that when the Sustainability Manager was in place an action plan would be created to speed up the delivery of a green, carbon neutral, plan for the District including the provision of electric vehicles within the Arun fleet. This might also feature in a recommendation to Cabinet.
5.3 New house building – sustainability built in – eg. Air source, heat pumps	See above for social housing and grants for retrofit to existing properties. Karl might know more about likely amendments to building regs.		Members expressed the need to design new build to cater for a “design for life” so that as the population aged people to retain mobility and utility in their homes without the need for major alteration. More work was needed on this.

<p>5.4 Encourage biodiversity groups to help us. Bring the energy of disparate environment groups together – events and information for public. Climate action groups – Haslemere a good example</p>		<p>The Council is aware of a number of biodiversity groups within the District – see list below:</p> <ul style="list-style-type: none"> <li>Aldwick Green Conservation Society</li> <li>Arun Biodiversity Forum</li> <li>Arundel Community Orchard Group</li> <li>Arundel Gardens Association</li> <li>Beach Town Action Group</li> <li>Bognor Community Gardeners</li> <li>Bluebell Wood Conservation Society</li> <li>East Beach Residents Association</li> <li>Friends of Aldwick Parks</li> <li>Friends of Bersted Brooks</li> <li>Friends of Langmeads Field</li> <li>Friends of Mewsbrook Park</li> <li>Friends of Old Rectory Gardens</li> <li>Friends of Rock Gardens</li> <li>Friends of West Beach</li> <li>Greener Bognor Network</li> <li>Hotham Park Heritage Trust</li> <li>Littlehampton Community Gardeners</li> <li>Maltravers Community Orchard Group</li> <li>Snooks Corner Community Group</li> </ul>	
<p>5.5 Share with the community</p>	<p>Publish a deliverable “statement of intent”?</p>		
<p>5.6 Regular cash flow for this group?</p>	<p>To get a good bang for our bucks we need to get disparate groups to work together so as not to fragment our efforts</p>	<p>Cash flow is not currently an issue for the Council. Alan Peach will provide Cabinet with an updated Medium Term Financial Strategy in September 2020</p>	<p>Cash flow should not impede our ability to encourage close working between these groups (item 5.4 above)</p>