



# Public Document Pack

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Committee Manager Helen Burt (Ext. 37614)

06 September 2023

## ENVIRONMENT COMMITTEE

A meeting of the Environment Committee will be held in **Council Chamber, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF** on **Thursday 7 September 2023 at 6.00 pm** and you are requested to attend.

Members: Councillors Wallsgrove (Chair), Worne (Vice-Chair), Blanchard-Cooper, P. Bower, Brooks, Elkins, Greenway, Madeley, May, Warr and Wiltshire

## AGENDA – SUPPLEMENT – ITEM 10

### 10. TWO HOUR TOWN CENTRE PARKING SCHEMES (Pages 1 - 4)

The Council, with partners, operate 2-hour parking schemes in Littlehampton and Bognor Regis to support town centre footfall. The current 2-hour parking schemes in Bognor Regis and Littlehampton town centres both expire in 2023. This report sets out proposals to continue 2-hour parking schemes in each town centre beyond 2023.

Formal response from Bognor Regis Town Council is attached

Formal response from Littlehampton Town Council is attached

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# BOGNOR REGIS TOWN COUNCIL

Agenda Item 10

TOWN CLERK Glenna Frost, The Town Hall, Clarence Road,  
Bognor Regis, West Sussex PO21 1LD  
Telephone: 01243 867744  
E-mail: [bognortc@bognorregis.gov.uk](mailto:bognortc@bognorregis.gov.uk)

Mr. Nat Slade, Group Head of Technical Services  
Arun District Council  
Civic Centre  
Maltravers Road  
Littlehampton  
BN17 5LF

25<sup>th</sup> August 2023

Dear Mr. Slade,

## **Bognor Regis Town Council's Formal Response to the ADC Draft Proposals for changes to the Two-Hour Free Parking Scheme in Bognor Regis**

Following receipt from Arun District Council of the amended proposals for changes to be made to the two-hour free parking scheme in Bognor Regis, this matter was considered by Members of the Policy and Resources Committee at an Extraordinary Meeting on the 21<sup>st</sup> August 2023.

Members discussed the proposed changes in some detail and a reflection of the discussion held is detailed below.

The importance of a system that was amenable to all members of the community was discussed with the suggestion of a part app, part disc scheme to suit everyone's needs.

When the 2 Hour Free Parking Scheme was initiated, back in 2012, it was to encourage people back into the Town Centre, which Members felt was more relevant than ever with 3 high street banks recently announcing closures and Wilko entering administration. A Member stated that, nevertheless, Bognor Regis had fared well in relation to shop occupancy rates when compared to similar seaside towns, which he believed was in no small way because of the parking disc scheme.

Discussions included the need for Bognor Regis Town Council to reaffirm their commitment to the disc, and a commitment to working in partnership with both the Bognor Regis BID and ADC. A 4-year agreement would be preferable to 2-years, as this would give a degree of certainty to the BID in knowing what income might be generated from the scheme, for the Town.

Those present agreed that it was important for businesses to continue selling the discs and regarded the suggestion by ADC that cash transactions would not

be allowed as absurd. In regard to ADC's proposal to sell the discs from Bognor Regis Town Hall, instead of via businesses in the Town, it was pointed out that ADC do not open the Town Hall until 11am on Wednesdays, close it at 4pm during the week, and do not open the building during the weekend.

A perceived lack of directional signage to car parks, and the matter of electronic payment at on-street parking meters, was also raised and it was suggested that these could be topics for discussion if a partnership Working Party were set up.

Having considered the proposals currently being put forward, Members unanimously **RESOLVED** to **DISAGREE** to enter into the new proposed two-year agreement, based on the proposals for changes to the two-hour free parking scheme in Bognor Regis received from Arun District Council, including continued Bognor Regis Town Council financial contributions at current levels of £21,000 per annum.

Following a proposal from the Chairman, it was further unanimously **RESOLVED** as follows: -

- that Bognor Regis Town Council reject the Officer's report received from Arun District Council and request that it is completely withdrawn
- to reaffirm the Town Council's support of the current disc system and working partnership together with the BID and Arun and discs to be distributed by the businesses in the Town
- to call upon Arun to extend the current scheme for four further years on precisely the same basis it is at present. However, to possibly include an app system being run in parallel
- to work with ADC and the BID to set up a Working Party to consider options for the future, with Officers to be present only as note-takers
- that Bognor Regis Town Council rejects any consideration of an app only system.

We trust that the Town Council's response will be presented along with BR BID's formal reply to Elected Members of the Arun District Council's Environment Committee when they consider the proposals for change to the scheme at their meeting on 7<sup>th</sup> September 2023. It would be appreciated if you could provide me a copy of the final report that will go to the meeting, once this is available please and I look forward to receiving this shortly.

Yours sincerely



Glenna Frost  
Town Clerk



## How to contact us

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Town Clerk – Laura Chrysostomou

For the Attention of: Lisa Emmens  
Parking Services Manager  
Arun District Council  
Civic Centre, Maltravers Rd  
Littlehampton, BN17 5LF

4 September 2023

Dear Lisa

Thank you for sharing the District Council's proposals for the replacement of the current two-hour free parking disc scheme in the town centre carparks.

The Council considered these proposals in detail at a meeting held on 21 August and were disappointed to see that an app-based system was planned rather than the more up to date number plate recognition technology. Our members were strongly of the view that this was a missed opportunity particularly when there was evidence that this system had been successfully introduced in neighbouring parishes and could deliver longer free parking periods. This latter point is something that the Town Council through the implementation of the Town Centre Strategy would wish to see investigated further to support the local economy which is moving towards service-oriented businesses and would benefit from an extended free parking period. Members suggested a three-hour free parking period although it was appreciated this may impact on capacity, it should be considered.

In addition, our members also consider that a number plate recognition system would support ease of use, a factor which would not only encourage compliance among users and aid enforcement but provide a very accessible format for users of all abilities. Overall, it was the view of Members that if adopted, an app-based system would deter visitors to the detriment of the local economy. It was also considered that one year was too short a period for the transition. However, should the District Council choose the app-based system, the Town Council would want every effort made to ensure the new system is widely promoted including access arrangements for those who lack the technology to use it online.

Finally, regarding the working group proposal, we would be happy to join an initial meeting to understand how this might work and propose that the Town Council is represented by the Mayor and Chair of the Policy and Finance Committee.

Yours sincerely

**Councillor Freddie Tandy**  
Town Mayor

**Councillor Alan Butcher**  
Chair, Policy and Finance Committee

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