



# Public Document Pack

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Committee Manager Helen Burt (Extn 37614)

06 July 2021

## ENVIRONMENT AND NEIGHBOURHOOD SERVICES COMMITTEE

A meeting of the Environment and Neighbourhood Services Committee will be held virtually on **Thursday 15 July 2021 at 6.00 pm** and you are requested to attend.

Members: Councillors Edwards (Chair), Staniforth (Vice-Chair), English, Goodheart, Bicknell, Huntley, Chace, Needs, Warr, Worne and Thurston

### PLEASE NOTE:

*This meeting will be a 'virtual meeting' and any member of the press and public may listen-in and view the proceedings via a weblink which will be publicised on the Council website at least **24 hours** before the meeting.*

*This meeting is held in accordance with the resolution of Extraordinary Council on 12 May 2021 which continues Section 5 Part 5 of the Constitution (The Virtual Meeting Procedure Rules) and declares the use of Council powers, under Section 111 of the Local Government Act 1972, and the general power of competence under Section 1 of the Localism Act 2011, for making advisory decisions, as appropriate.*

*This Council's revised Rules of Procedures for 'virtual meetings' can be found by clicking on this link: <https://www.arun.gov.uk/constitution>*

*Any members of the public wishing to address the Committee meeting during Public Question Time, will need to email [Committees@arun.gov.uk](mailto:Committees@arun.gov.uk) by 5.15 pm on **Wednesday 7 July 2021** in line with current Procedure Rules. It will be at the Chief Executive's/Chairman's discretion if any questions received after this deadline are considered.*

*For further information on the items to be discussed, please contact: [committees@arun.gov.uk](mailto:committees@arun.gov.uk)*

## **AGENDA**

### **1. APOLOGIES**

### **2. DECLARATIONS OF INTEREST**

Members and Officers are invited to make any declaration of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda, and are reminded that they should re-declare their interest before consideration of the items or as soon as the interest becomes apparent.

Members and Officers should make their declaration by stating:

- a) the item they have the interest in
- b) whether it is a pecuniary/personal interest and/or prejudicial interest
- c) the nature of the interest

### **3. MINUTES**

(Pages 1 - 6)

The Committee will be asked to approve as a correct record the Minutes of the Environment and Neighbourhood Services Committee held on 27 May 2021.

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

### **5. PUBLIC QUESTION TIME**

To receive questions from the public (for a period of up to 15 minutes)

## **OUTSIDE BODIES - FEEDBACK FROM MEETINGS**

### **6. ELMER SANDS COMMUNITY FLOOD FUND**

(Pages 7 - 14)

The report seeks approval to agree and make a contribution to the Environment Agency Elmer Phase 2 Scheme and authority to the draw-down of funds from the Community Flood Fund.

### **7. AMENDMENT TO PARKING ORDER**

(Pages 15 - 22)

This report asks the Environment and Neighbourhood Services Committee to agree to consult on a proposal to include in the Councils Off-Street Parking Order the parking area at the front of the Bognor Regis Town Hall.

8. WORK PROGRAMME

(Pages 23 - 24)

The Committee is required to note the Work Programme for 2021/22.

9. CHANGE OF MEETING DATE

Note : If Members have any detailed questions, they are reminded that they need to inform the Chair and relevant Director in advance of the meeting.

Note : Filming, Photography and Recording at Council Meetings – The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. This meeting may therefore be recorded, filmed or broadcast by video or audio, by third parties. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and as available via the following link [Filming Policy](#)

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# Public Document Pack Agenda Item 3

Subject to approval at the next Environment and Neighbourhood Services Committee meeting

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## ENVIRONMENT AND NEIGHBOURHOOD SERVICES COMMITTEE

27 May 2021 at 6.00 pm

Present: Councillors Edwards (Chair), Staniforth (Vice-Chair), Bicknell, Chace, English, Goodheart, Huntley, Needs, Thurston, Warr and Worne

Councillors Cooper, Mrs Cooper, Coster, Dixon, Mrs English, Gunner, Oppler and Walsh were also in attendance for all or part of the meeting.

### 22. WELCOME

The Chair welcomed Members and Officers to this first and virtual meeting of the Environment & Neighbourhood Services Committee.

The Chair confirmed that this meeting was being held in accordance with the resolution made at the Extraordinary Council Meeting held on 12 May 2021 (Minute 551) which continued Section 5 Part 5 of the Constitution (The Virtual Meeting Procedure Rules) and declared the use of Council powers, under Section 111 of the Local Government Act 1972, and the general power of competence under Section 1 of the Localism Act 2011, for making advisory decisions, as appropriate.

### 23. DECLARATIONS OF INTEREST

There were no declarations of interest made.

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

The Chair confirmed there were two urgent items, which were Place St Maur and Environmental Permitting Consultation on Ford Energy Recovery Facility. These matters were urgent due to the meeting of Cabinet on 17<sup>th</sup> May 2021 being cancelled, and the short deadline for submitting a response, respectively. The Chair agreed to take both items, and confirmed these would be taken after Item 6 on the agenda.

### 25. PUBLIC QUESTION TIME

The Chair confirmed one question had been submitted, which is briefly summarised below:

1. From Mr Chester to the Chair of the Environment & Neighbourhood Services Committee, Councillor Edwards regarding terms of reference of this Committee

*(A schedule of the full question asked and the response provided can be found on the [Environment and Neighbourhood Services Committee Public Question Web page](#))*

The Chair then drew Public Question Time to a close.

## 26. START TIMES

The Committee

RESOLVED

That its start times for meetings for 2021/22 be 6.00pm.

## 27. COMMITTEE TERMS OF REFERENCE

The Chair invited the Interim Monitoring Officer to present his report. He then provided an introduction to the Terms of Reference, drawing Members' attention to the recommendations and the two appendices which detailed the general terms of reference and the specific terms of this Committee.

Members then took part in a full debate where the following points were raised:

- Could Biodiversity be added to the Terms of Reference, and should air pollution also be considered as a specific function of the Committee. The Chair confirmed that Biodiversity was within the remit of the Committee. The Director of Services confirmed that Officers would consider whether the different elements of pollution could be brought together in a report and brought to Committee, and that officers could make some suggestions at the next Agenda Preparation Meeting.
- It was asked whether discussions could be had on how more wildlife could be encouraged into the District.

Clarification was also sought around some of the points in the report, which was provided by the Chair and Officers at the meeting.

The Chair asked whether Members would agree to suggesting to the Constitution Working Party (CWP) that the wording on Appendix 1 - 3.1.6 – be changed from 'In discharging its functions, Committees must have regard to the ongoing requirement to make savings and efficiencies' to read 'In discharging its functions, Committees must have regard to the ongoing requirement to provide value for money'

This motion was proposed by Cllr Edwards and seconded by Cllr Goodheart.

The motion was put to a vote and was CARRIED.

The Chair asked whether Members would agree to suggesting to the Constitution Working Party (CWP) that a new standing item be added to the agenda after Public Question Time for Members Question Time.

This motion was proposed by Cllr Edwards and seconded by Cllr Needs.

The motion was put to the vote and was CARRIED.

A discussion then took place regarding Reserved Matters on Appendix 2, around compensation and grants.

The Chair went on to talk about the figures for awarding contracts, and the following points were raised:

- Whether the value for awarding contracts, delegated to Officers, should be reduced to £50,000 or remain at £100,000.
- If a contract was to be awarded for a period of more than a year and the full contract was going to cost over £100,000, this should be taken to the Committee.
- It was suggested that the Heads of Service provide a list at the Agenda Preparation Meetings of all contracts that were due for procurement, and the Chair and Vice Chair would then give a view on whether these should be taken to the Committee. Other Members offered their support for this.

A discussion took place around Outside Bodies and how feedback would be provided to the Committee, and the role of those Members sitting on the Outside Bodies.

The subject of Biodiversity was referred back to and Members agreed the suggestion to add Biodiversity onto the Terms of Reference would be taken to the CWP.

The Chairman then returned to the substantive recommendations which were then proposed by Cllr Edwards and seconded by Cllr Staniforth.

The Committee

RESOLVED - That

- 1) the general terms of reference for Committees in Part 3, Paragraph 3, of the Constitution and further note the specific terms of reference of

this Environment and Neighbourhood Services Committee, as established by Full Council on 19 May 2021, as set out in Part 1 and Part 2 of Appendix 1 (attached), be noted;

- 2) the suggestions agreed by the Committee in respect of a change to Appendix 1 - 3.1.6; a new standing item to be added to the agenda for Members Question Time; to add Biodiversity onto the Terms of Reference, be taken to Full Council, through the Constitution Working Party (CWP) for clarifications of these terms of reference
- 3) the schedule of Environment and Neighbourhood Services Committee meetings as set out in the Calendar of meetings, attached as a background paper accessible by e-link; be noted and
- 4) the matters reserved scheme whereby matters not reserved by Committee to itself are delegated to Officers be approved as set out in Appendix 2 (attached).

## 28. PLACE ST MAUR

The Chair invited the Principal Landscape Officer to present her report. She then explained the reason for the item being an Urgent Item was so that tenders could be issued and the Project Programme be met. The item had been due to go to the meeting of Cabinet on 17 May 2021, however this meeting was cancelled. It was then highlighted that the report focussed on two elements of the procurement process, the Construction Contract for Place St Maur, and the Traffic Studies for The Esplanade. Key points in the report were then highlighted.

The Principle Landscape Officer also shared a summary of events that could take place on the sites. These included those that were more established such as the ice rink and Folk Festival; screenings such as sport and national events; themed fairs and markets including covered markets in a marquee; theatrical performances and a range of family activities. It was mentioned that this was the start of a new opportunity for Bognor Regis in terms of event programmes and also opportunities to link with road closures of The Esplanade should event organisers wish to take this forward.

Members then took part in a full debate and the following points were raised:

- Had accessibility for everyone including the partially sighted and wheelchair users, been taken into consideration. The Principle Landscape Officer confirmed this had been taken into account and the site would be accessible.
- It was stated that a disabled changing places toilet was being pursued, and was hopefully something that would be coming up later in the year.
- It was noted it would be beneficial for all the Ward Members involved in the location to be briefed on the progress.

The recommendations were then proposed by Cllr English and seconded by Cllr Chace.



The Committee

RESOLVED – that

1. the Heads of Terms, as set out in the report, for the Place St Maur construction contract procurement process be approved; and
2. the budget of £70K approved by Full Council for the Esplanade traffic studies be noted and the Heads of Terms, as set out in the report, for the procurement process be approved.

29. ENVIRONMENTAL PERMITTING CONSULTATION ON FORD ENERGY RECOVERY FACILITY

The Chair invited the Group Head of Technical Services to present his report, who then provided a summary. He explained the Council has been invited by the Environment Agency to submit a response to a consultation on an application for an Environmental Permit. He explained the reason for it being an Urgent Item was due to the current deadline for a response being 23 June 2021. It was explained that Officers were seeking authority from this Committee to submit a consultation response.

The recommendation was proposed by Cllr Bicknell and seconded by Cllr Huntley.

The Committee

RESOLVED

That delegate authority be given to the Group Head of Technical Services, in consultation with the Chair of the Environment & Neighbourhood Committee, to submit a response to the consultation on an application for an Environmental Permit ref: EPR/MP3904BD.

30. WORK PROGRAMME

The Chair invited the Group Head of Technical Services to present the Work Programme to the Committee. He and the Group Head of Neighbourhood Services introduced the Work Programme and explained that additional items would be added onto this, particularly in the latter parts of the year.

Subject to approval at the next Environment and Neighbourhood Services Committee meeting

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Environment and Neighbourhood Services Committee - 27.05.21

The Chair explained to Members that if they had any suggestions for items to be added onto the Work Programme, they should send these to the Chair and Vice-Chair, who would then have discussions with Officers. It was asked that such suggestions not be brought to Committee directly by Members.

The recommendations were then proposed by Cllr Bicknell and seconded by Cllr Needs.

The Committee

RESOLVED

That its Work Programme for 2021/22 be noted.

(The meeting concluded at 7.37 pm)

## ARUN DISTRICT COUNCIL

### REPORT TO AND DECISION OF ENVIRONMENT & NEIGHBOURHOOD SERVICES COMMITTEE ON 15 JULY 2021

#### REPORT

**SUBJECT:** Elmer Sands Community Flood Fund

**REPORT AUTHOR:** Roger Spencer – Engineering Services Manager

**DATE:** February 2021

**EXTN:** 37812

#### EXECUTIVE SUMMARY:

The report seeks approval to agree and make a contribution to the Environment Agency Elmer Phase 2 Scheme and authority to the draw-down of funds from the Community Flood Fund

#### RECOMMENDATIONS:

##### That Committee:

1. Approve a Partnership Funding contribution of £40,000 from the Community Flood Fund to the Environment Agency's Elmer II scheme;
2. Authority be given to enter into a Contribution Agreement with the Environment Agency;
3. Authorise the draw down funds from CFF (likely to be required in 2022/23).

#### 1. BACKGROUND:

- 1.1. Following the Government's introduction of Partnership Funding as a mechanism to fund Flood and Coastal Erosion Risk Management Schemes, Arun District Council set up the Community Flood Fund (CFF) to make third party contributions, enabling schemes that didn't achieve an initial 100% score to proceed.
- 1.2. Further detailed information on Partnership Funding and Arun's Fund is set out in the Engineering Services Annual Review 2020, presented to Cabinet in October 2020.
- 1.3. The fund was initially made up of three annual contributions of £250,000 spanning 2016 – 2019. There have been contributions totalling £261,000 made to schemes, with Cabinet approving further contributions of £245,000 at the October 2020 meeting.

- 1.4. A 'top-up' to the fund of £50,000 was also approved, as was authority to supplement the Coast Protection Revenue budget up to £50,000 p.a., although only £20,000 has so far been vired. Therefore, should the recommendation be approved, the CFF uncommitted balance will stand at £234,000. There are further uncommitted contributions thought to be required for pipeline schemes for the near future (5 – 10 years) of around £500,000.
- 1.5. In the October 2020 Cabinet report completed schemes benefiting from CFF contributions were listed, as well as a list of schemes requiring third party funding in the near future; this was agreed by Cabinet. The 'completed' list included Works at Elmer successfully completed in 2020 and which now protects around 200 properties from flood risk directly from the sea.
- 1.6. Since then, the Environment Agency has brought forward a second phase of works at Elmer, to address a more rapid than anticipated deterioration of the beach east of Poole Place, Climping. These works were anticipated to be required in the future and are included in the Coast Defence Strategy for the area and were part of the 'pipeline' mentioned above.
- 1.7. The scheme is eligible for part funding by the Environment Agency's Flood and Coastal Erosion Risk Management Grant in Aid but it does not yet achieve the requisite 100% score. Accordingly, 3<sup>rd</sup> party contributions are being sought and a contribution of £40,000 (against a total scheme cost of in excess of £1m) has been requested by the Environment Agency. Other sources are being explored and are at a sensitive stage.
- 1.8. With sufficient funding being secured, works should proceed in 2022/23. Funds would not be required to be drawn down until that time but a formal commitment is sought at this stage. The Environment Agency requires that a formal agreement be entered into to provide that formal commitment.
- 1.9. It should be noted that this scheme does not address the flooding seen in 2020 during named storms Ciara and Dennis but is aimed at protecting Elmer from what is known as 'back door flooding', where water overtops or breaches the defences at one location and due to the lay of the land, flows overland to flood another area from the side.
- 1.10. The works would be in the Parish of Climping but protect property in Elmer
- 1.11. Detailed scheme designs are being worked-up but the design is likely to take the form of a near-shore rock island, similar in design to the existing Elmer rock islands but smaller in size.

## **2. PROPOSAL(S):**

That Committee:

1. Approve a Partnership Funding contribution of £40,000 from the Community Flood Fund to the Environment Agency's Elmer II scheme;
2. Authority be given to enter into a Contribution Agreement with the Environment Agency;
3. Authorise the draw down funds from CFF (likely to be required in 2022/23).

<b>3. OPTIONS:</b> Provide a lesser or zero contribution – this would likely result in the scheme not going forward and around 200 properties in Elmer remaining with an increasing risk going forward.		
<b>4. CONSULTATION:</b>		
Has consultation been undertaken with:	<b>YES</b>	<b>NO</b>
Relevant Town/Parish Council		✓
Relevant District Ward Councillors		✓
Other groups/persons (please specify)		✓
<b>5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)</b>	<b>YES</b>	<b>NO</b>
Financial	✓	
Legal	✓	
Human Rights/Equality Impact Assessment	EIA completed	
Community Safety including Section 17 of Crime & Disorder Act		✓
Sustainability	✓	
Asset Management/Property/Land	✓	
Technology		✓
Other (please explain)		✓
<b>6. IMPLICATIONS:</b> Finance: Contribution from within balances of Community Flood Fund established to fund partnership contributions. Legal: Contribution commitment to be committed via Contribution Agreement with Environment Agency Human rights: No significant adverse impacts of providing the funding. The Environment Agency scheme remains in the design stage and the Agency have assessment processes in place for their flood protection schemes Sustainability: EA scheme will uphold high sustainability values Asset Management/Property/Land: The new works are likely to be on land that Arun DC leases from the Crown.		
<b>7. REASON FOR THE DECISION:</b> To enable a partner organisation scheme to go forward, reducing flood risk to around 200 properties.		

**8. BACKGROUND PAPERS:**

Equality Impact Assessment

Engineering Services Annual Review 2020 - [Agenda for Cabinet on Monday 19th October 2020, 5.00 pm - Arun District Council](#) – Item 9

## EQUALITY IMPACT ASSESSMENT

<b>Name of activity:</b>	Environment and Neighbourhood Services Committee Report leading to contribution from the Community Flood Fund to an Environment Agency scheme to protect property in Elmer	<b>Date Completed:</b>	14 June 2021
<b>Directorate / Division responsible for activity:</b>	<b>Place / Corporate</b>	<b>Lead Officer:</b>	Roger Spencer is author of the Committee Report
<b>Existing Activity</b>	<input type="checkbox"/>	<b>New / Proposed Activity</b>	<input type="checkbox"/>
<b>Changing / Updated Activity</b>			✓

### What are the aims / main purposes of the activity?

Provide Partnership Funding to a flood risk reduction scheme

### What are the main actions and processes involved?

Financial contribution (to enable the Environment Agency scheme to proceed)

### Who is intended to benefit & who are the main stakeholders?

Residents in Elmer

### Have you already consulted on / researched the activity?

The Environment Agency has its own internal procedures for scheme (works) approval – this EIA relates to the financial contribution

### Impact on people with a protected characteristic (What is the potential impact of the activity? Are the impacts high, medium or low?)

Protected characteristics / groups	Is there an impact (Yes / No)	If Yes, what is it and identify whether it is positive or negative
Age (older / younger people,	Yes / No	

children)		
<b>Disability</b> (people with physical / sensory impairment or mental disability)	<b>Yes / No</b>	
<b>Gender reassignment</b> (the process of transitioning from one gender to another.)	<b>Yes / No</b>	
<b>Marriage &amp; civil partnership</b> (Marriage is defined as a 'union between a man and a woman'. Civil partnerships are legally recognized for same-sex couples)	<b>Yes / No</b>	
<b>Pregnancy &amp; maternity</b> (Pregnancy is the condition of being pregnant & maternity refers to the period after the birth)	<b>Yes / No</b>	
<b>Race</b> (ethnicity, colour, nationality or national origins & including gypsies, travellers, refugees & asylum seekers)	<b>Yes / No</b>	
<b>Religion &amp; belief</b> (religious faith or other group with a recognised belief system)	<b>Yes / No</b>	
<b>Sex</b> (male / female)	<b>Yes / No</b>	
<b>Sexual orientation</b> (lesbian, gay, bisexual, heterosexual)	<b>Yes / No</b>	
Whilst <b>Socio economic</b> disadvantage that people may face is not a protected characteristic; the potential impact on this group should be also considered	<b>Yes / No</b>	



### What evidence has been used to assess the likely impacts?

There is nothing as far as can be reasonably considered that reacts positively or negatively to a financial contribution to a flood risk reduction scheme. Any flood risk improvement should take into account any equalities issues within the design of the physical infrastructure – this is the responsibility of the scheme promoter (i.e. the Environment Agency).

### Decision following initial assessment

Continue with existing or introduce new / planned activity	Yes / No	Amend activity based on identified actions	Yes / No
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### Action Plan

Impact identified	Action required	Lead Officer	Deadline
None	None		

### Monitoring & Review

Date of last review or Impact Assessment:	N/A
Date of next 12 month review:	N/A
Date of next 3 year Impact Assessment (from the date of this EIA):	N/A

Date EIA completed:	14 June 2021
Signed by Person Completing:	R Spencer – Engineering Services Manager



## ARUN DISTRICT COUNCIL

### REPORT TO AND DECISION OF ENVIRONMENT & NEIGHBOURHOOD SERVICES COMMITTEE ON 15 JULY 2021

**SUBJECT:** Amendment to the Council's Off-Street Car Parking Order

**REPORT AUTHOR:** Calvin Baylis

**DATE:** 16<sup>th</sup> June 2021

**EXTN:** 37649

**COMMITTEE:** Environment and Neighbourhood Services Committee

#### **EXECUTIVE SUMMARY:**

This report asks the Environment and Neighbourhood Services Committee to agree to consult on a proposal to include in the Council's Off-Street Parking Order the parking area at the front of the Bognor Regis Town Hall.

#### **RECOMMENDATIONS:**

The Committee is recommended to:

1. Agree that the proposed amendment to the Council's Off-Street Parking Order be put out for consultation.
2. Give delegated authority to the Group Head of Neighbourhood Services to consider the results of this consultation and review whether this amendment is to be confirmed.

#### **1. BACKGROUND**

- 1.1. There is a parking area at the front of the Bognor Regis Town Hall (Appendix A) which is currently outside of the scope of the Council's Off-Street Parking Order and is therefore unregulated.
- 1.2. This area is designed for drop off and pick up and short stay parking of a maximum of 20 minutes.
- 1.3. It has been noted that vehicles that are not connected to the Town Hall have been parking for long periods of time in this area although there is a large public Pay & Display car park to the rear of the Town Hall.
- 1.4. There is concern that without enforcement of the limited stay that motorists not connected to the Town Hall will continue to use this area for long term parking thus preventing the proper use of this area for short term parking. It could also make it difficult carrying out maintenance work to the front of the building.

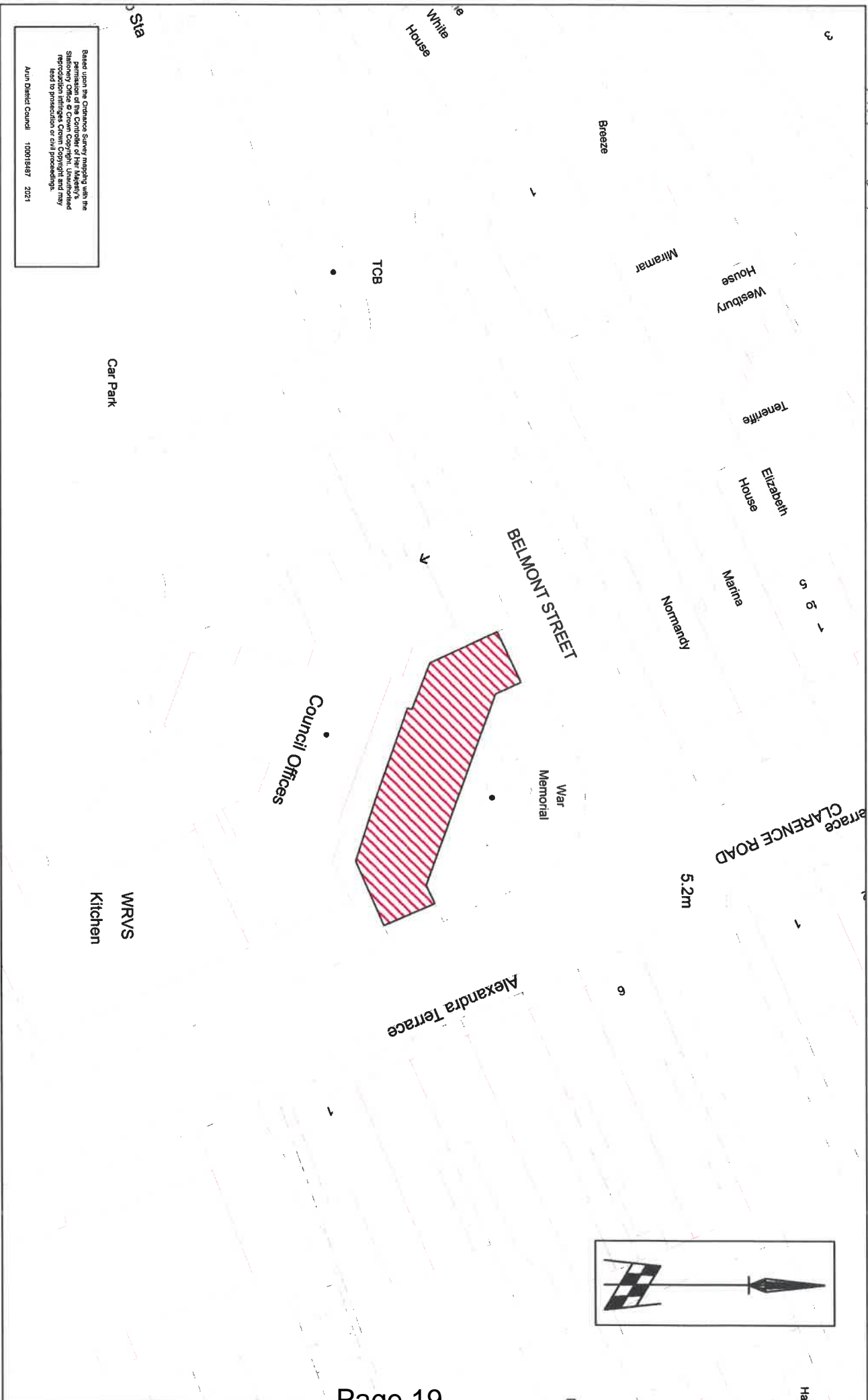
<p>1.5. In the past a private parking enforcement company has been used to enforce this parking area. However the Council manages a team of Parking Enforcement Officers who patrol the main car park at the rear of the Town Hall, and it would therefore be appropriate that they should also be able to enforce the parking area at the front of the Town Hall.</p> <p>1.6. In order that they can carry out this enforcement the area in question has to be included in the Council's Off-Street Parking Order.</p> <p>1.7. Regulation which covers the Off-Street Parking Order requires consultation on any changes to the order such as the inclusion of a new parking area not currently covered by the order. The proposed change will be advertised as public notices in the Littlehampton Gazette and the Bognor Regis Observer as well as being advertised on the internet. Notices will be displayed in the Regis Centre car park. A consultation letter will be sent to all District Councillors and bodies as listed in Appendix B inviting comments. The consultation period will last for 4 weeks from the date that the public notices are published. All responses received will then be collated and passed to the Group Head of Neighbourhood Services to consider the results of this consultation and review whether this amendment is to be confirmed.</p> <p>1.8. Delegated authority has been requested because without such delegation the decision would have to wait until the next Environment and Neighbourhood Services Committee which is on the 23<sup>rd</sup> September 2021. We would not wish to delay leaving this area unenforceable and unregulated as it is likely that there will be more demand for its proper use.</p>		
<p><b>2. PROPOSAL(S):</b></p> <p>As shown in the recommendations</p>		
<p><b>3. OPTIONS:</b></p> <p>3.1 Agree to put out for consultation the proposed amendment to the Council's Off-Street Parking Order and delegate the decision to the Group Head of Neighbourhood Services.</p> <p>3.2 Not to agree to put out for consultation the proposed variation to the Council's Off-Street Parking Order.</p>		
<p><b>4. CONSULTATION:</b></p>		
Has consultation been undertaken with?	<b>YES</b>	<b>NO</b>
Relevant Town/Parish Council		X
Relevant District Ward Councillors		X
Other groups/persons (please specify)		X

<b>5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)</b>	<b>YES</b>	<b>NO</b>
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
Equality and Diversity		X
Climate Change		X
Other (please explain)		X
<b>6. IMPLICATIONS:</b> Legal: Regulations which covers the Off-Street Parking Order requires consultation on any changes to the order.		

<b>7. REASON FOR THE DECISION:</b> The reason for the decision is to comply with the Council's Constitution and the regulations which cover the Council's Off-Street Parking Orders.
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<b>8. BACKGROUND PAPERS:</b> None
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Arun District Council 100016487 2021



Arun District Council  
Arun Civic Centre  
Maltrovers Road#Littlehampton  
West Sussex BN17 5LF



**Bognor Regis Town Hall - Proposed Parking Restrictions**

Area to be covered by Proposed Restrictions

Date: June 2021  
Scale: 1:500 (@ A4)  
Drawn By: OS & RS  
Drg No: 41/02/25/1

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**APPENDIX B**

The Clerk	Bognor Regis Town Council	The Town Hall	Clarence Road	Bognor Regis	West Sussex PO21 1LD	
	Citizens Advise Bureau	Old Fire Station	Belmont Street	Bognor Regis	West Sussex PO21 1LD	L.Badioli@arunchichestercab.org.uk
	Shop Mobility	Old Fire Station	Belmont Street	Bognor Regis	West Sussex PO21 1LD	
	Tivoli	The Town Hall	Clarence Road	Bognor Regis	West Sussex PO21 1LD	dave.farrant@tivoliservices.com
	VAAC	The Town Hall	Clarence Road	Bognor Regis	West Sussex PO21 1LD	hilda.sherwood@vaac.org.uk
The Secretary	Bognor Regis District Chamber of Commerce		3 Chapel Street	Bognor Regis	West Sussex PO19 1BU	office@BognorregisChamber.com
The Co-Ordinator	Bognor Regis Business Improvement District		2 York Road	Bognor Regis	West Sussex PO21 1LW	Heather Allen <heather@brbid.org>
The Chief Inspector	Traffic Support	Sussex Police	Malling House	Lewes	East Sussex BN7 2DT	
Head of Transport Planning Services	West Sussex County Council	County Hall	CHICHESTER	West Sussex	PO19 1RQ	matt.davey@westsussex.gov.uk

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Tree Planting Strategy	Joe R-W	21-Oct-21	26-Oct-21	5pm Wednesday 20/10/21	28-Oct-21	10am Monday 01/11/21	Wednesday 03/11/21	<b>18-Nov-21</b>	12-Jan-22
Car Parks Strategy	Joe R-W								
Fuel Poverty Framework	Louise Crane								
Empty Property Assistance Programme	Louise Crane								
Annual Engineering Service Review	Roger Spencer								
Food Waste Trial (CWT) update	Joe R-W	09-Dec-21	14-Dec-21	5pm Wednesday 08/12/21	16-Dec-21	10am Monday 03/01/22	05-Jan-22	<b>20-Jan-22</b>	09-Mar-22
Solar Together Sussex	Louise Crane	10-Feb-22	15-Feb-22	5pm Wednesday 09/02/22	17-Feb-22	10am Monday 21/02/22	23-Feb-22	10-Mar-22	11-May-22