



Public Document Pack

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

Tel: (01903 737500)
Fax: (01903) 730442
DX: 57406 Littlehampton
Minicom: 01903 732765

e-mail: committees@arun.gov.uk

Committee Manager Carley Lavender (Extn 37547)

11 November 2022

ECONOMY COMMITTEE

A meeting of the Economy Committee will be held in the **Council Chamber at Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF** on **Tuesday 22 November 2022 at 6.00 pm** and you are requested to attend.

Members: Councillors Cooper (Chair), Gunner (Vice-Chair), Dixon, Edwards, Northeast, Pendleton, Roberts, Seex, Stanley, Dr Walsh and Yeates

PLEASE NOTE: Where public meetings are being held at the Arun Civic Centre, to best manage safe space available, members of the public are encouraged to watch the meeting online via the Council's Committee pages.

1. Where a member of the public wishes to attend the meeting or has registered a request to take part in Public Question Time, they will be invited to submit the question in advance of the meeting to be read out by an Officer, but of course can attend the meeting in person.
2. We request members of the public do not attend any face-to-face meeting if they have Covid-19 symptoms.

Any members of the public wishing to address the Committee meeting during Public Question Time, will need to email Committees@arun.gov.uk **by 5.15 pm on Monday, 14 November 2022** in line with current Committee Meeting Procedure Rules.

It will be at the Chief Executive's/Chair'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.

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:

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

3. **MINUTES**

(Pages 1 - 4)

The Committee will be asked to approve as a correct record the Minutes of the Economy Committee held on 27 September 2022.

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)

6. **BEACH HUT PROGRESS REPORT**

(Pages 5 - 8)

This report sets out the current progress of the provision of additional beach hut facilities within the Arun District.

7. PIER ROAD CONSULTATION - SURVEY RESULTS AND NEXT STEPS (Pages 9 - 30)

In March 2022 the Committee agreed the undertaking of a consultation and survey regarding the future of Pier Road in Littlehampton following the positive response to the two Covid19 emergency/temporary road closures.

The consultation survey gave respondents the option to indicate their preference and comment on how they would like to see Pier Road developed in the future. This report asks the Committee to review the consultation results and to agree the next steps now that we are in receipt of the consultation and survey outcomes.

8. QUARTER 2 KEY PERFORMANCE INDICATORS REPORT (Pages 31 - 36)

This report sets out the performance of the Key Performance indicators at Quarter 2 for the period 1 April 2022 to 30 September 2022.

OUTSIDE BODIES - FEEDBACK FROM MEETINGS

9. WORK PROGRAMME (Pages 37 - 38)

The Committee is requested to note the Committees Work Programme for the remainder of the municipal year.

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 [CP - Section 5 Filming Photographic Protocol.pdf \(arun.gov.uk\)](#)

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Public Document Pack Agenda Item 3

Subject to approval at the next Economy Committee meeting

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ECONOMY COMMITTEE

27 September 2022 at 6.00 pm

Present: Councillors Cooper (Chair), Gunner (Vice-Chair), Mrs Cooper (Substitute for Edwards), Dixon, Northeast, Pendleton, Roberts, Stanley, Dr Walsh and Yeates

Apologies: Councillors Edwards and Seex

288. DECLARATIONS OF INTEREST

Councillor Stanley declared a Personal Interest in Item 7 [Bognor Regis Business Improvement District Proposal – Second Term] as an employee of a BID levy paying business.

289. MINUTES

The minutes of the Economy Committee meeting held on 26 July 2022 were agreed and signed by the Chair.

290. 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

There were no urgent items.

291. PUBLIC QUESTION TIME

The Chair invited questions from members of the public who had submitted their questions in advance of the meeting in accordance with the Council's Constitution. The chair confirmed that one questions had been submitted. The question was asked by the Committee Manager on behalf of the member of the public and this was responded to be the Chair.

(A schedule of the full questions asked and the responses provided can be found on the meeting's webpage at: [Arun District Council](#))

The Chair then drew Public Question Time to a close.

292. BUDGET PROCESS REPORT 2023-2024

The Interim Financial Services Manager provided members with an overview of the 2023/24 Budget Process as agreed by the Policy & Finance Committee at its 6 September 2022 meeting. He explained that the process is detail in section 3 of the report and appendix A and additional approved budget information has been appended in appendix B, however advised that the purpose of the report before members tonight was not to discuss the budget figures. Discussion today was purely on the budget process only.

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Members were then invited to make any comment or ask questions about the Budget process presented.

It was queried who would be conducting the zero-based budget reviews and when would these be reported to the individual Service Committees and then on to Policy & Finance Committee. It was confirmed that additional temporary resource had been employed to complete this work and the Service Committees would receive their individual budget review reports in January and early February 2023, depending on the dates of the individual committees meeting during this cycle of meetings, with any comments or recommendations from the service committees feeding into the Policy & Finance Committee scheduled to be held on 9 February 2023. Recommendations from this committee will then be fed into the Special Council Budget meeting scheduled to be held 1 March 2023.

The Committee noted the Budget Process for 2023/23 as outlined in the report.

293. BOGNOR REGIS BUSINESS IMPROVEMENT DISTRICT TERM 2 BALLOT

The Group Head of Economy provided members with an overview of her report and highlighted its purpose was to inform the committee the proposal to conduct a ballot in order to enter into another 5-year term. As set out in the report the BID supports a vibrant and attractive town centre. She explained that tangible examples of the positive impacts of the BID was the low business vacancy rates this compares favourably against national averages. In summing up she confirmed that the report also advised members of the council's role as the ballot holder and its statutory obligations.

The Chair thanked the Group Head of Economy and the team for the detailed report provided to the Committee. Members were then invited to make comments or ask questions a summary of which is below;

Early comments made were in support of the work that had been delivered by the BID in its first term. It was also commented by several members that the success it had seen over its first term was felt to be hinged on the work undertaken by Heather Allen and her 'can-do' attitude and continued support provided.

A query was raised regarding section 7 of the report, where it stated that where the council incurred costs in running the ballot, invoicing and collecting the levy these costs could be recharged to the BID, the question asked was had this been done. The officer confirmed that she would check and provide an answer to this question outside of the meeting.

Final comments made expressed the valuable role the BID had played over the course of its first term, with a reminder that during this term they had to adapt and respond in how they dealt with the impacts the pandemic presented them with. One member who worked closely with the BID not only in his role as a District Councillor but also as a Bognor Regis Town Councillor advised the Committee and officers that it should be aware and consider the risks that could be presented with should the vote not be successful and the importance of ensuring that a Plan B was also given thought.

The Chair agreed that all comments made had proven that the Committee was in support of the proposal in the report and all members were mindful of the implications of the potential risks that had been expressed. His final comments before putting the recommendation to the vote were to echo the comments made regarding Heather Allen's work and the huge role, she plays within the entire BID process.

The recommendation was then proposed by Councillor Gunner and seconded by Councillor Dixon.

The Committee

RESOLVED that

It supports the Bognor Regis BID Term 2 Ballot Proposal agreeing arrangements as described in the report regarding Arun District Council's statutory roles as Ballot Holder and Billing Authority

294. OUTSIDE BODIES - FEEDBACK FROM MEETINGS

It was confirmed by the Committee Manager that in the absence of Councillor Edwards the Council's nominated representative for the Bognor Regis Regeneration Board (BRRB) update that had been provided within the agenda pack any question may need to be answered outside of this meeting.

Councillor Stanley expressed that he wanted to congratulate Councillor Edwards on his nomination and appointment as the new Chairman of the BRRB and extend his thanks to the outgoing Chairman for the work he had completed during his Chairmanship. He then asked if the Group Head of Economy was aware if Butlins and Landlinks would remain as members of the BRRB. She confirmed that it was her understanding that they would continue in their role of supporting the BRRB but she would check and confirm this outside of the meeting. It was then requested by Councillor Walsh that their support was crucial to the BRRB and could the officer ensure that confirmation of their continued support was obtained in writing.

295. WORK PROGRAMME

It was queried if a report would be coming forward to Committee regarding the districts empty retail premises. It was confirmed by the Vice-Chair and Leader of the Council that discussions had started to take place with the Regeneration Consultant who will be starting to review the Councils property plan and options that are available, therefore an update will be provided but currently it cannot be confirmed when.

A request was made for consideration to be given to bring forward the report on the Bognor Regis Arcade which was currently scheduled for the committees February 2023 meeting to its November 2022 meeting. Additionally, a request for an update report regarding the Toilet Block in Wick that is currently redundant and out of use for some time was requested. The Vice-Chair and Leader of the Council confirmed this

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was being looked at, discussions were ongoing with a number of members and officers. He did reiterate that there were a number of vacancies within the Property & Estates Team which are responsible for this work and that workload was under review pending successful appointments to these positions with the Council.

It was noted that the Coach and Lorry Park item was no longer detailed on the work programme and queried what this meant. It was confirmed that negotiations were taking place and were progressing, however a timeline on when the report would be delivered to the Committee was unclear. Therefore, the Vice-Chair and Leader of the Council confirmed he would come back to the members with an update. He reassured members that this matter had not gone away or been forgotten about.

In summing up the Chair confirmed and repeated that his view on reports to this committee was that they be brought at their soonest availability.

The Committee then noted its work programme for the remaining months of 2022/23.

(The meeting concluded at 6.29 pm)

Arun District Council

REPORT TO:	Economy Committee – 22 November 2022
SUBJECT:	Provision of additional Beach Huts in Arun District – Progress Report.
LEAD OFFICER:	Nat Slade, Group Head of Technical Services
LEAD MEMBER:	Councillor Andy Cooper
WARDS:	N/A
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: The provision of additional beach huts in the Arun District will support the Council's Vision in respect of fulfilling Arun's economic potential. Encouraging the development of the district as a key tourist destination, supporting and enabling improvements and activities to increase visitor spend.	
DIRECTORATE POLICY CONTEXT: This report is produced by the Group Head of Technical Services to give an update on position associated with the budgeted Capital works.	
FINANCIAL SUMMARY: A sum of £260k was included in the Council's capital budget for 2021/22. The planned additional beach huts were not provided during 2021/22. The allocated sum was recommended for carry forward to 2022/23 at the Policy and Finance Committee meeting of 6 September 2022.	

1. PURPOSE OF REPORT

- 1.1. In order for the Committee to be updated on the current position with proposed provision of additional Beach Hut facilities in Arun.

2. RECOMMENDATIONS

- 1.2. As this report is an information paper, there are no recommendations for the Committee to consider. This report is to be taken as read only with Members having the opportunity to ask questions at the meeting regarding the provision of additional beach huts. Members can also submit questions or comments on the provision of additional beach huts relevant to the Committee and these will be considered by the Economy Committee on 22 November 2022.

2. EXECUTIVE SUMMARY

- 2.1. This report sets out the current progress of the provision of additional beach hut facilities within the Arun District.

3. DETAIL

- 3.1. The Council have budgeted for 2022/23 financial year to provide additional beach huts within the Property & Estates capital programme. As agreed by the Economy Committee these are to be provided in Littlehampton increasing the beach hut provision in the current location on Littlehampton seafront.
- 3.2. Following presentation to the Economy Committee the matter is being developed further as Members wished to see accessible beach huts incorporated into the scheme. A draft plan has been prepared and presently the team is in discussions with the composite beach hut manufacturer to verify the size, layout, design and price of these bespoke huts in order to confirm project viability. Once this is finalised the draft plan will be confirmed and a revised scheme will then be submitted for planning consent incorporating three accessible beach huts in this initial phase.
- 3.3. The project to identify further potential locations for beach huts on Arun land around the district has not progressed in any substantial manner, due to the service needing to prioritise a heavy workload.
- 3.4. A scheme along the promenade adjacent to Butlins is being considered, but requires advice from the Councils legal team to confirm viability.
- 3.5. Alternative viable locations are limited due to ownership, accessibility (in terms of terrain and proximity to amenities), shingle stability, and habitat protection. However, subject to due diligence checks, example sites to consider could include;
 - 3.5.1. Rock Gardens public open space area, The Esplanade, Bognor Regis
 - 3.5.2. Longbrook Park public open space site, Felpham
 - 3.5.3. West Beach shingle adjacent to SSSI, Littlehampton
 - 3.5.4. Greensward areas through Rustington, East Preston and Ferring (Overstrand Avenue, Mallon Drive, Sea Avenue, Tamarisk Way, Coastal Road, Ferring Marine)

4. CONSULTATION

- 4.1. This is an information report and therefore no additional consultation was required. However, where potential sites are identified as Open Space, public consultation will take place.

5. OPTIONS / ALTERNATIVES CONSIDERED

- 5.1. To review the report
- 5.2. To request further information and/or remedial actions be undertaken

6. COMMENTS BY THE GROUP HEAD OF FINANCE/SECTION 151 OFFICER

- 6.1. As explained in the Financial Summary section, there is a sum of £260k available in the 2022/23 capital programme to fund the additional beach huts.

7. RISK ASSESSMENT CONSIDERATIONS

- 7.1. Risks to the projects include staffing capacity to deliver the project (see section 10 for mitigation). Additional risks to the identification of suitable additional sites include environmental and legal restrictions. Supply chain issues may also cause delay. Any delays to delivery and installation will delay the point from which revenue begins to be generated.

8. COMMENTS OF THE GROUP HEAD OF LAW AND GOVERNANCE & MONITORING OFFICER

- 9.1 This report is for information. The terms of reference of this committee includes the power to carry out performance monitoring and this report provides committee with an opportunity to monitor progress of this initiative.

9. HUMAN RESOURCES IMPACT

- 9.1. No additional staffing resource has been recruited to deliver these projects. Efforts are underway to recruit to two vacancies in the team, including temporary agency staff in order to ensure there is sufficient capacity to progress the team's work programme including this work on additional beach huts.

10. HEALTH & SAFETY IMPACT

- 10.1. The project to instal additional huts will follow requirements of the construction, design and management regulations. Selection of suitable sites for additional beach huts will take account of health and safety risks.

11. PROPERTY & ESTATES IMPACT

- 11.1. The Property & Estates team are delivering both projects. As part of the process of identifying suitable sites for addition beach huts title checks on our ownership are being undertaken. Public consultation will need to be undertaken in relation to public open space.

12. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

- 12.1. Littlehampton scheme is being revised to include wheelchair accessible huts. Accessibility of other site is one of many considerations when identifying suitable sites for additional beach huts.

13. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

- 13.1. Identification of suitable sites for additional beach huts will be influenced by ecological designations, and the stability of shingle which is impacted by climate change and coastal processes.

14. CRIME AND DISORDER REDUCTION IMPACT

- 14.1. The Safer Arun Partnership has not identified Beach huts as a source of crime and Disorder and there are no specific crime and disorder implications.

15. HUMAN RIGHTS IMPACT

- 16.1 Under The Human Rights Act 1998 it is unlawful for the Council to act in a way which is incompatible with the European Convention on Human Rights. The aim of Human rights is the individual – it is about putting the individual centre stage. This will sometimes mean consulting individuals or groups of individuals before designing services. Individuals are then able to point out how a proposal would affect their dignity, freedom independence etc before the proposal is adopted. Committee will be aware that the project has been delayed in order to take into account equality considerations.

16. FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

- 16.1. There are no specific FOI or Data Protection implications.

CONTACT OFFICER:

Name: Nat Slade

Job Title: Group Head of Technical Services

Contact Number: 01903 737683

BACKGROUND DOCUMENTS:

[Installation of Additional Beach Huts in Littlehampton Report & Decision of Economy Committee](#)

Arun District Council

REPORT TO:	ECONOMY COMMITTEE – 22 NOVEMBER 2022
SUBJECT:	PIER ROAD (LITTLEHAMPTON) CONSULTATION
LEAD OFFICER:	KARL ROBERTS, DIRECTOR OF GROWTH
LEAD MEMBER:	COUNCILLOR ANDY COOPER
WARDS:	RIVER
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: Fulfilling Arun’s economic potential - working closely with our towns and other organisations on strategies which support vibrant and attractive town centres. Positive and focused promotion of Arun’s tourist destinations as more than a ‘day trip’.	
DIRECTORATE POLICY CONTEXT: Improving the social, economic, and environmental wellbeing of the District along with those who live, work, and play within it.	
FINANCIAL SUMMARY: There are no financial implications arising directly from this report for this financial year.	

1. PURPOSE OF REPORT

- 1.1. The purpose of this report is to inform the Committee of the results of the Pier Road Consultation carried out in August and September 2022 and agree next steps.

2. RECOMMENDATIONS

- 1.2. It is recommended that the Committee:
 - 2.1.1 Supports the principle of permanently closing Pier Road to through-traffic.
 - 2.1.2 Authorises officers to engage with West Sussex County Council as Highway Authority in order to appraise the feasibility, process, legal requirements, costs (both capital and revenue), timescales, and necessary agreements to deliver the preferred option of a permanent closure.
 - 2.1.3 Authorises officers to explore the opportunity of increasing the length of the proposed closure area to include the area of highway as far north as the Gravy Boat restaurant; and
 - 2.1.4 Requests that officers provide a report to a future meeting of the Committee setting out officers’ findings and conclusions in respect of recommendation 2.1.2 and 2.1.3.

2. EXECUTIVE SUMMARY

- 2.1. In March 2022 the Committee agreed the undertaking of a consultation and survey regarding the future of Pier Road in Littlehampton following the positive response to the two Covid19 emergency/temporary road closures.
- 2.2. The consultation survey gave respondents the option to indicate their preference and comment on how they would like to see Pier Road developed in the future. This report asks the Committee to review the consultation results and to agree the next steps now that we are in receipt of the consultation and survey outcomes.

3. THE CONSULTATION

- 3.1. The consultation took place from August 8 to September 23, 2022, available on-line, in person, via telephone and email. The survey was located on the Council's website and available as a paper copy by request. The five options that respondents could indicate on the survey as their preference were:
 - Permanent closure
 - Annual seasonal closure
 - One-way running to the north
 - One-way running to the south
 - Do nothing
- 3.2. Respondents were asked for their postcode to enable us to identify the geography of responders. They were also invited to add any comments and invited to suggest ideas for enhancing the option they had selected if relevant.
- 3.3. The respondents were asked to indicate if they were: Pier Road residents, Pier Road businesses, Littlehampton residents and visitors to Littlehampton. Some respondents indicated they met more than one of these categories.
- 3.4. The consultation was promoted via a news release to all local media, our website and social media channels, local statutory and community partners, a targeted house to house flyer delivery, and person to person at live town centre events.

4. SURVEY RESULTS

- 4.1. A total of 864 people completed the survey.
- 4.2. The preferred option respondents selected was permanent closure, with 44% of all respondents indicating this option. The breakdown of all options, in order of preference, is as follows:
 - Permanent closure – 44%
 - Annual seasonal closure – 39%

- Do nothing – 9%
- One way running to the south – 5%
- One way running to the north – 3%

5.3 A breakdown of each of the options selected can be found in Appendix 1. Pier Road Survey Results. This also details how many respondents from each category took part and what their preferred options were, and the local geographical spread of the respondents.

5. OPTIONS CONSIDERATION AND NEXT STEPS

- 6.1 The results of the consultation and current proposals will now inform the further discussions between Arun District Council and West Sussex County Council.
- 6.2 The option of one-way traffic to the north or south would lessen the amount of traffic using Pier Road and would increase the pedestrian space footprint. Although a one-way road may not necessarily resolve the issues of vehicle speeds and illegal parking thus causing a threat to pedestrian safety.
- 6.3 The annual seasonal closure option was very popular following the emergency Covid19 closures in 2020 and 2021, those closures increased pedestrian safety and addressed parking issues. They added to the ambiance of the area in general, encouraging visitors to stay longer and revisit. Future annual seasonal closures would involve internal annual revenue costs for the temporary diversion and closures, officer resources to manage the set-up and take down, provision of an on-call resource, storage of street furniture/dressing and planters. Long-term annual seasonal closures are not generally supported by West Sussex County Council – there are currently no other seasonal closures within the county.
- 6.4 The preferred option of permanent closure would require significant capital costs. This option does increase overall pedestrian safety and resolves the parking issues. Being a permanent feature, it will add to the overall ambiance of the area, increased footfall and dwell time, year-round space for entertainers and pavement dining. It would allow for seasonal activities throughout the year which would benefit the local economy overall.
- 6.5 Officers will submit a further report to the Committee in 2023. Given the steps that are necessary it is unlikely that any works if approved would be undertaken until at least late 2024 and therefore consideration will be given to shorter seasonal closures in the interim.

6. CONSULTATION

- 6.1. Consultation to date is as detailed in this report and further required consultation will continue with our partners.

7. OPTIONS / ALTERNATIVES CONSIDERED

- 7.1. Not to undertake the proposed next steps.

8. COMMENTS BY THE INTERIM GROUP HEAD OF FINANCE/SECTION 151 OFFICER

- 8.1. As there are no direct financial implications arising from the consultation, no comment is made.

9. RISK ASSESSMENT CONSIDERATIONS

- 10.1 A risk register is being prepared to support this project.

10. COMMENTS OF THE GROUP HEAD OF LAW AND GOVERNANCE & MONITORING OFFICER

- 10.1. The report sets out how the Council has undertaken a full consultation process with a wide range of stakeholders, together with officers' assessment of the consultation responses and analysis of its preferred option for the next stage of the proposal.

11. HUMAN RESOURCES IMPACT

- 11.1. There are no HR impacts arising from this report

12. HEALTH & SAFETY IMPACT

- 12.1. Full risk assessment and an event safety management approach will need to be employed for any short seasonal closures that take place in the future. Should a permanent closure be supported by West Sussex County this will need to be fully risk assessed including ensuring appropriate integration with existing pedestrian and cycle routes.

13. PROPERTY & ESTATES IMPACT

- 13.1. Early desktop checks show that there would be no immediate impact to Arun District Council Assets. However, the proposed road closure and associated works may impact the East Bank works and legal advice would be required to check implications.
- 13.2. Agree and ensure ongoing maintenance responsibility on completion is clear
- 13.3. The positive impact of the proposed road closure is likely to have wider reaching benefits to Arun District Council commercial tenants who operate in the local vicinity

14. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

- 14.1. The recommendations in this report do not affect disproportionately one or more of the nine characteristics outlined in the Equality Act 2010.

15. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

- 15.1. The support and promotion of good local businesses and local destinations encourages less travel contributing towards less carbon emissions on a local level.

16. CRIME AND DISORDER REDUCTION IMPACT

- 16.1. There are no direct impacts on the above areas arising from this report

17. HUMAN RIGHTS IMPACT

- 17.1. There are no relevant implications arising from this proposal that will affect or potentially affect any individual.

18. FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

- 18.1. There are no specific FoI or Data Protection issues arising from the proposals in the report.

CONTACT OFFICER:

Name: Denise Vine

Job Title: Group Head Of Economy

Contact Number: 01903 737846

BACKGROUND DOCUMENTS:

Appendix 1 Pier Road Survey Results

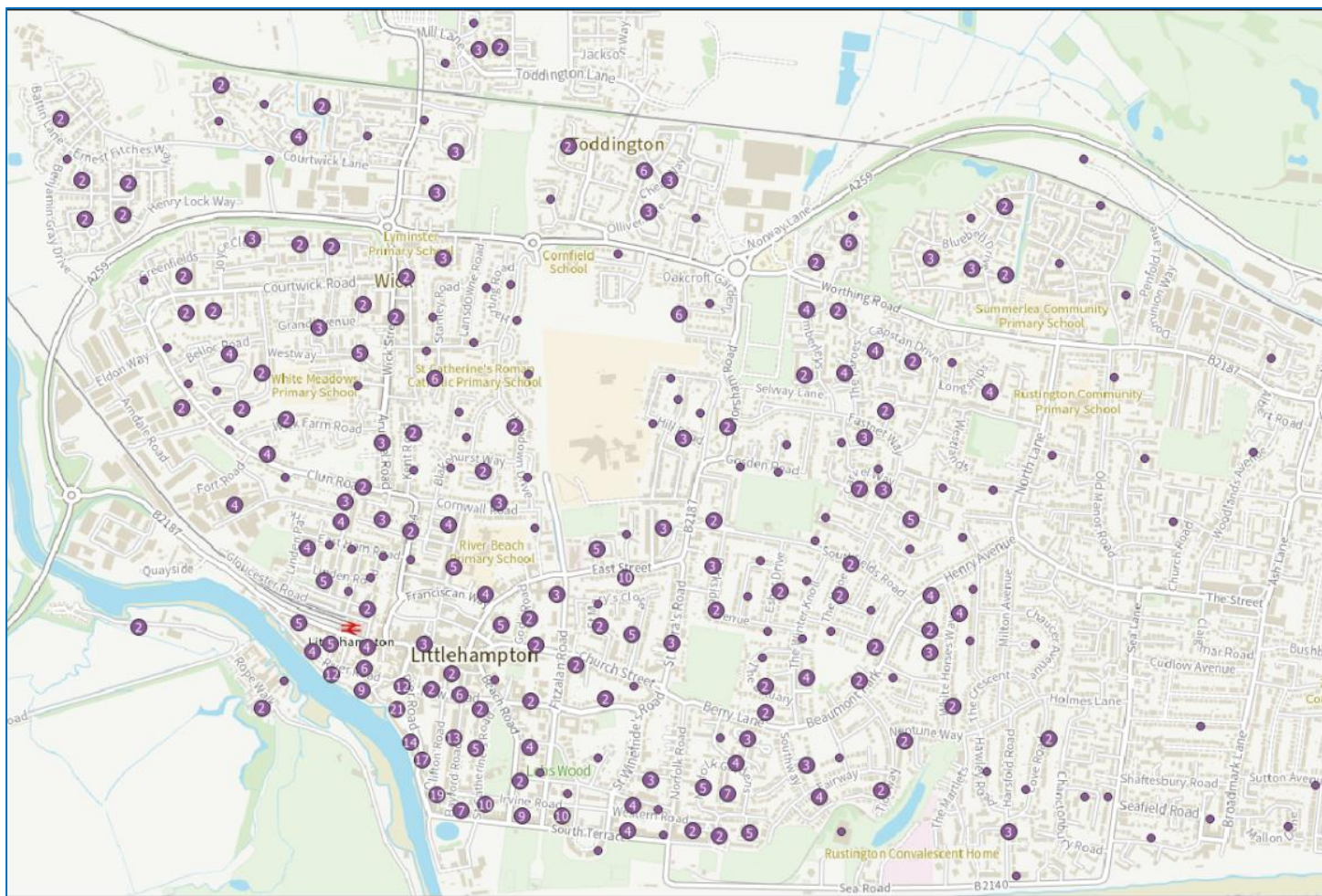
Appendix 2-5 Illustrative Plans

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Pier Road Consultation Responses Summer 2022

All Responses

The survey received 864 responses. The map below shows where the participants came from. Where a marker has a number, this indicates multiple responses from that postcode.



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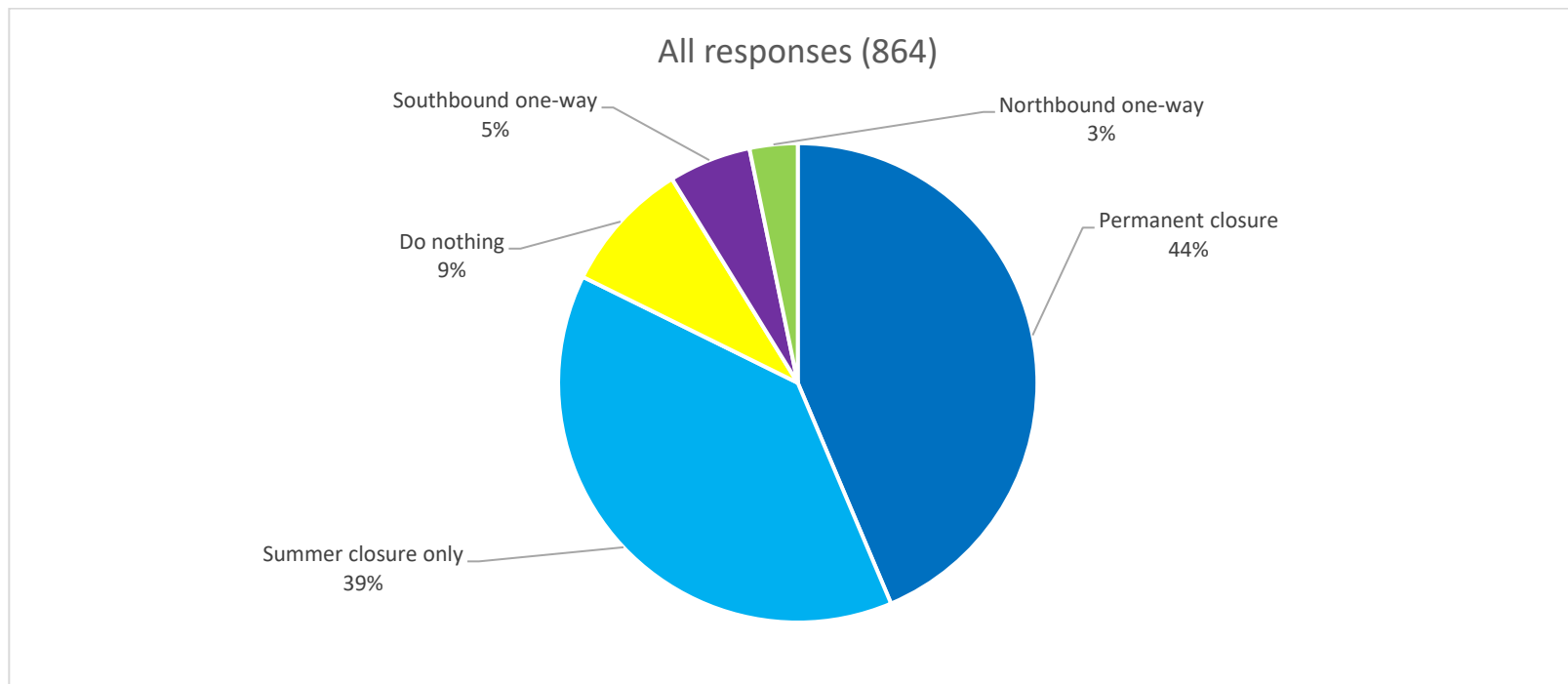
Breakdown of Respondents by Category

The respondents were asked to identify their interest in Pier Road (more than one interest was permitted) – the responses were:

Interest	Number of respondents who identified with the category
Littlehampton residents	618
Pier Road residents	57
Pier Road businesses	13
Visitors	65
No interest declared	123
Total	*876

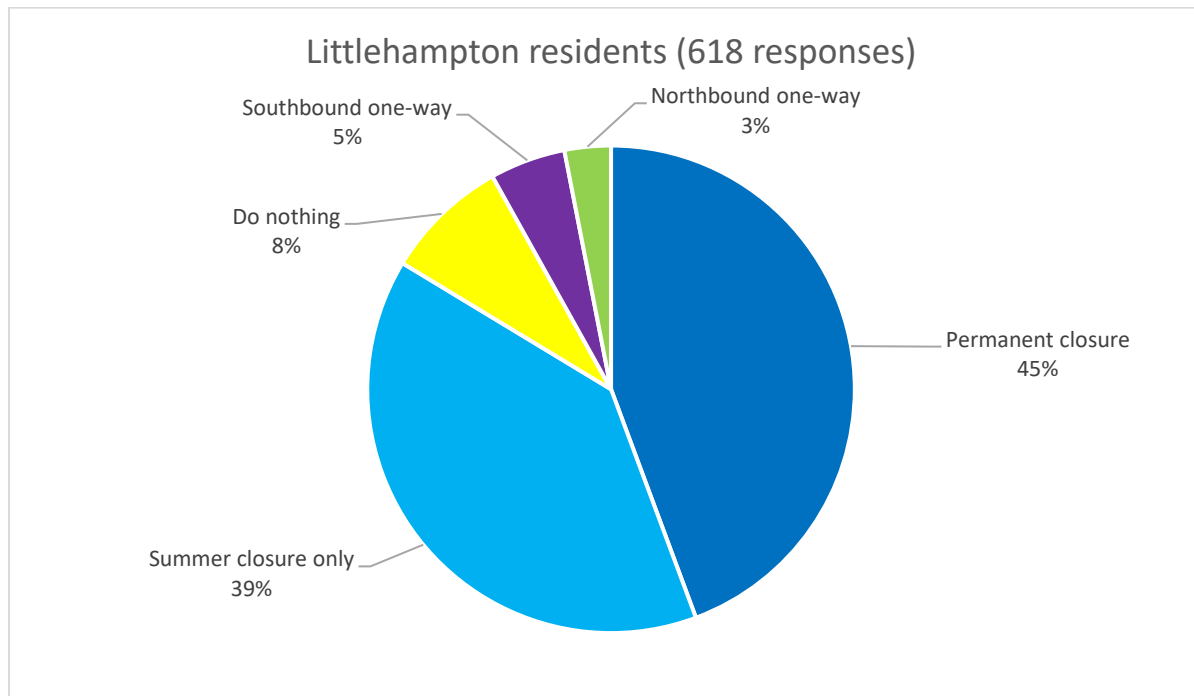
*some respondents will have ticked more than one category
(for example, someone may live in Littlehampton and have a business in Pier Road)

Options chosen overall – all respondents:



Littlehampton Residents

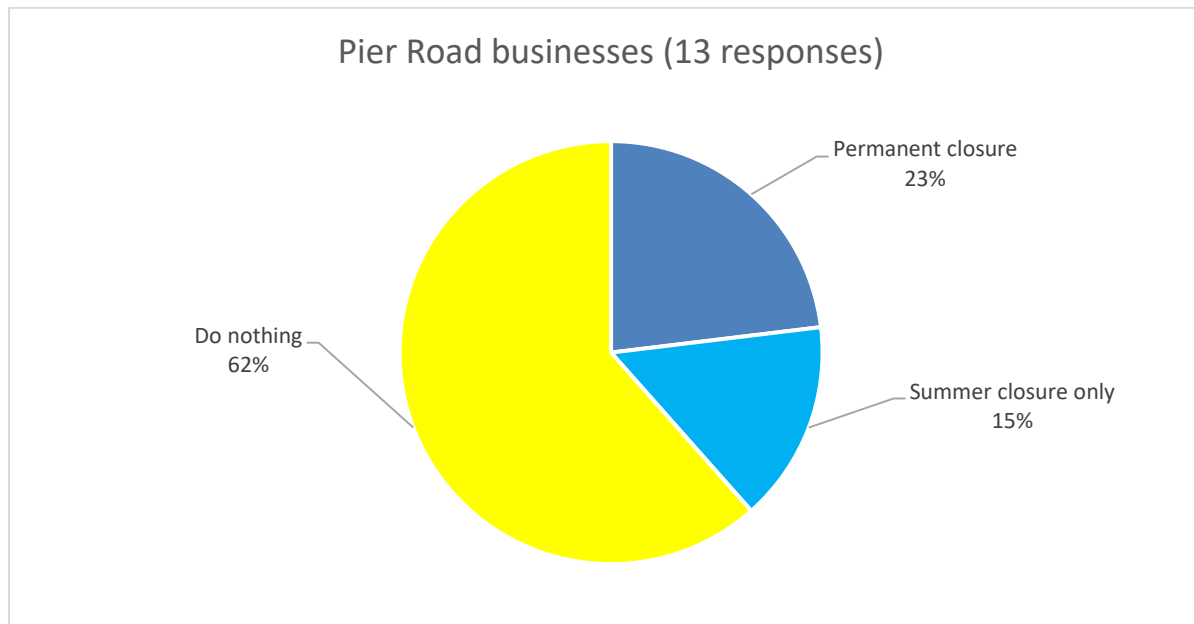
We had 618 responses from Littlehampton residents. The options chosen were:



Pier Road Businesses

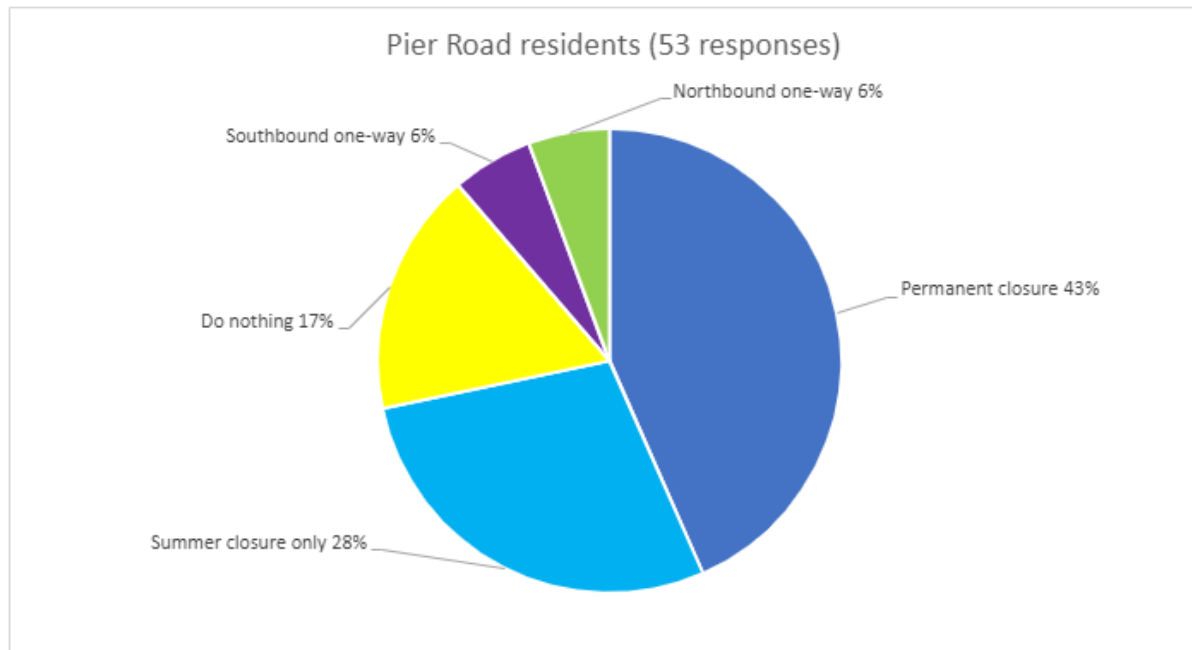
There are 29 commercial premises in Pier Road. We had 13 responses from this group. It's worth noting that some businesses gave more than one response. This may have been because multiple staff/owners responded individually on behalf of the same business.

The options chosen by Pier Road businesses were:



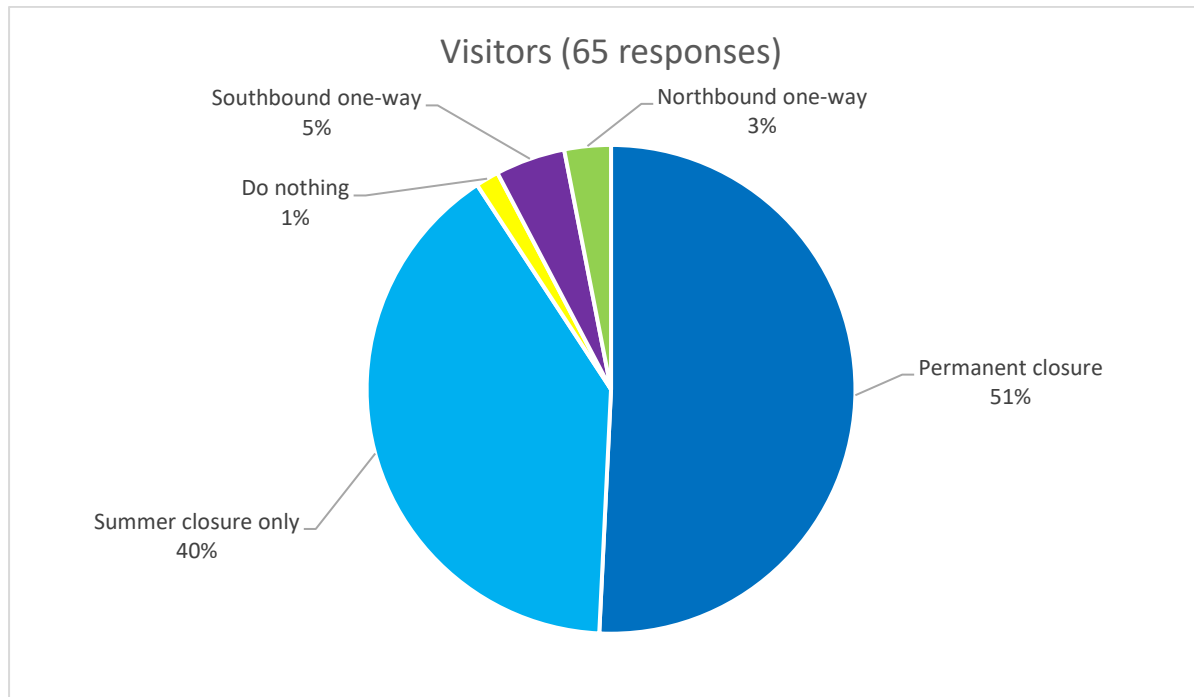
Pier Road Residents

There are 133 domestic properties in Pier Road. We received 53 responses from this group. The options chosen were:

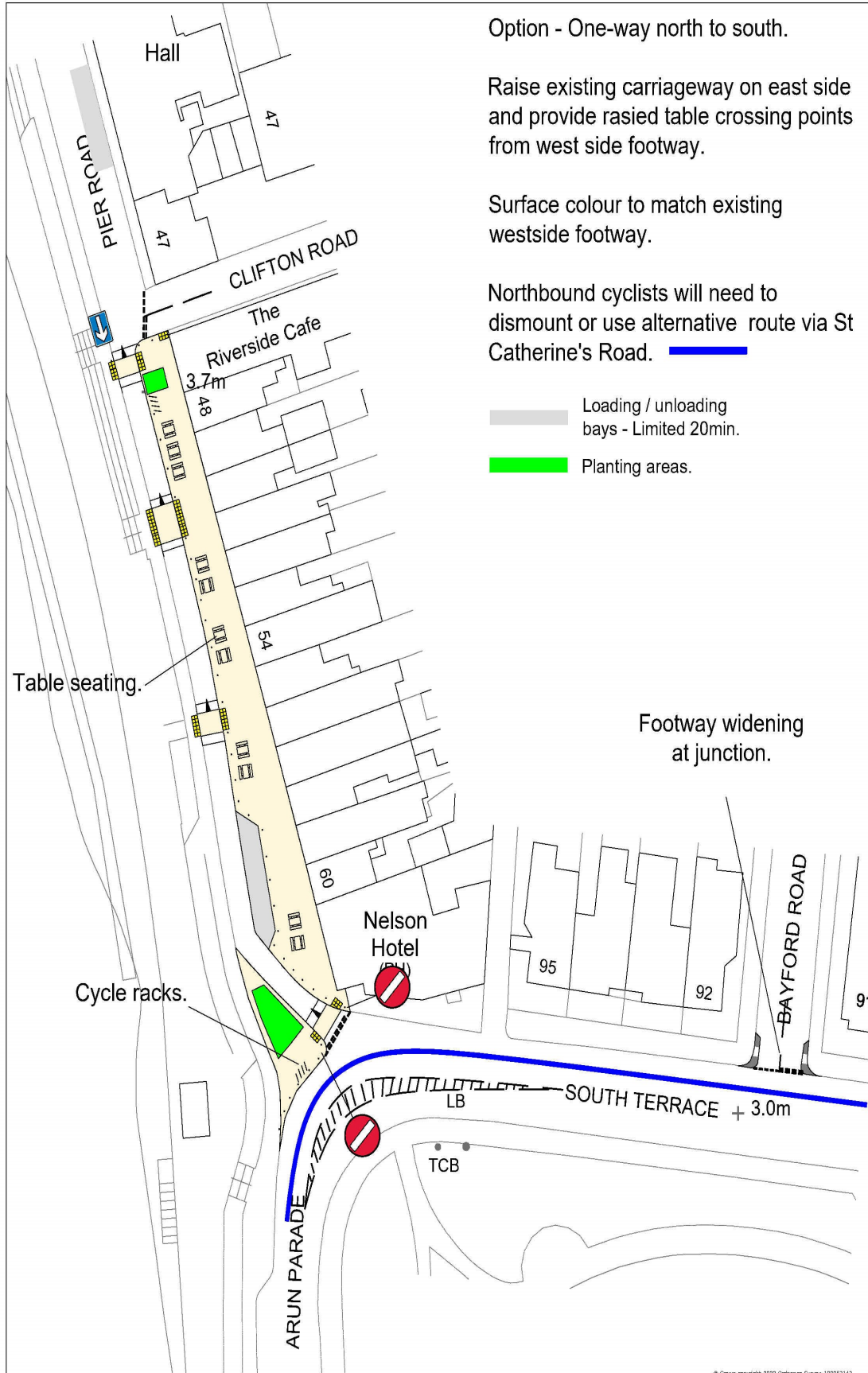


Visitors

We had 65 responses from visitors to Littlehampton. The options chosen were:

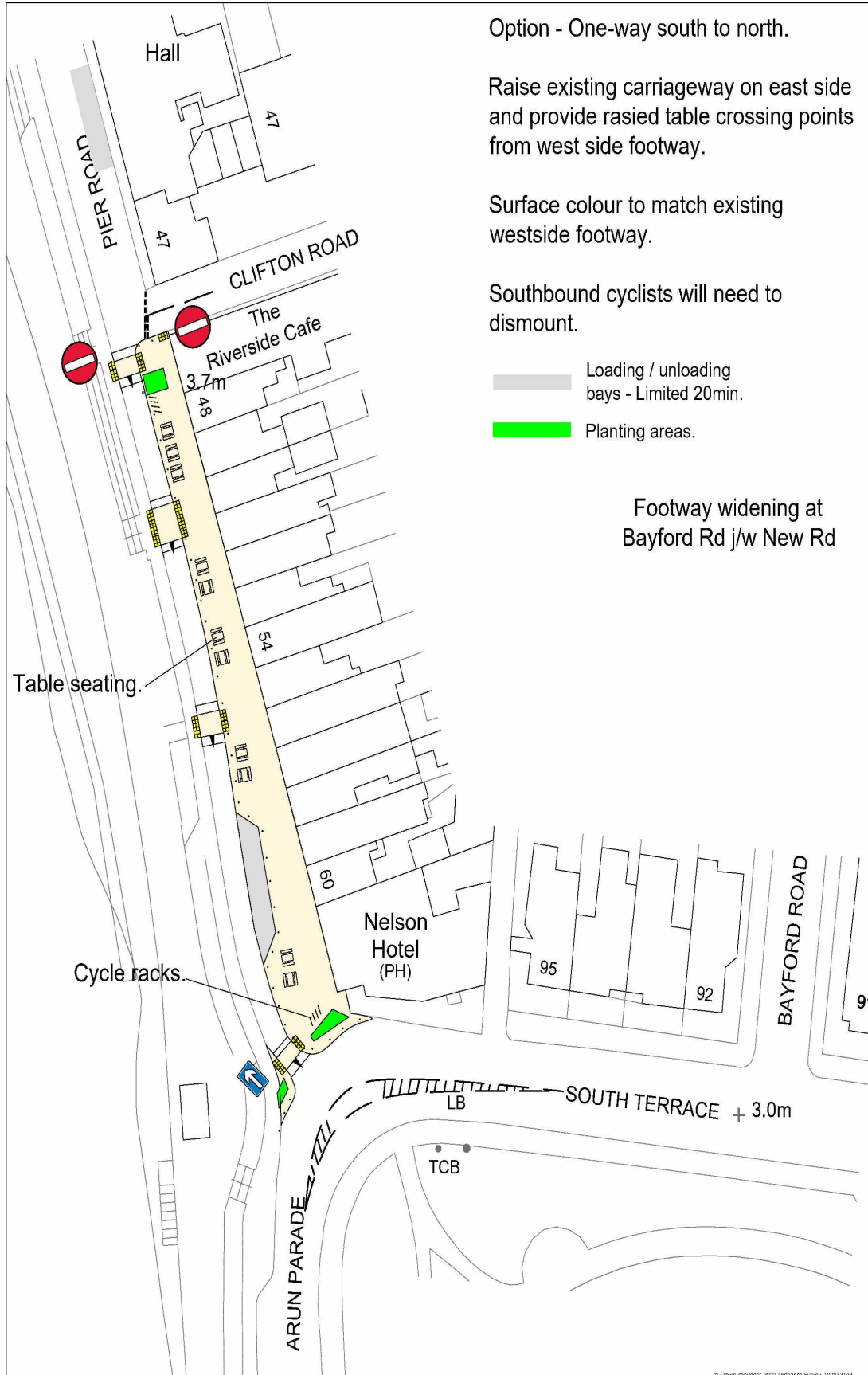


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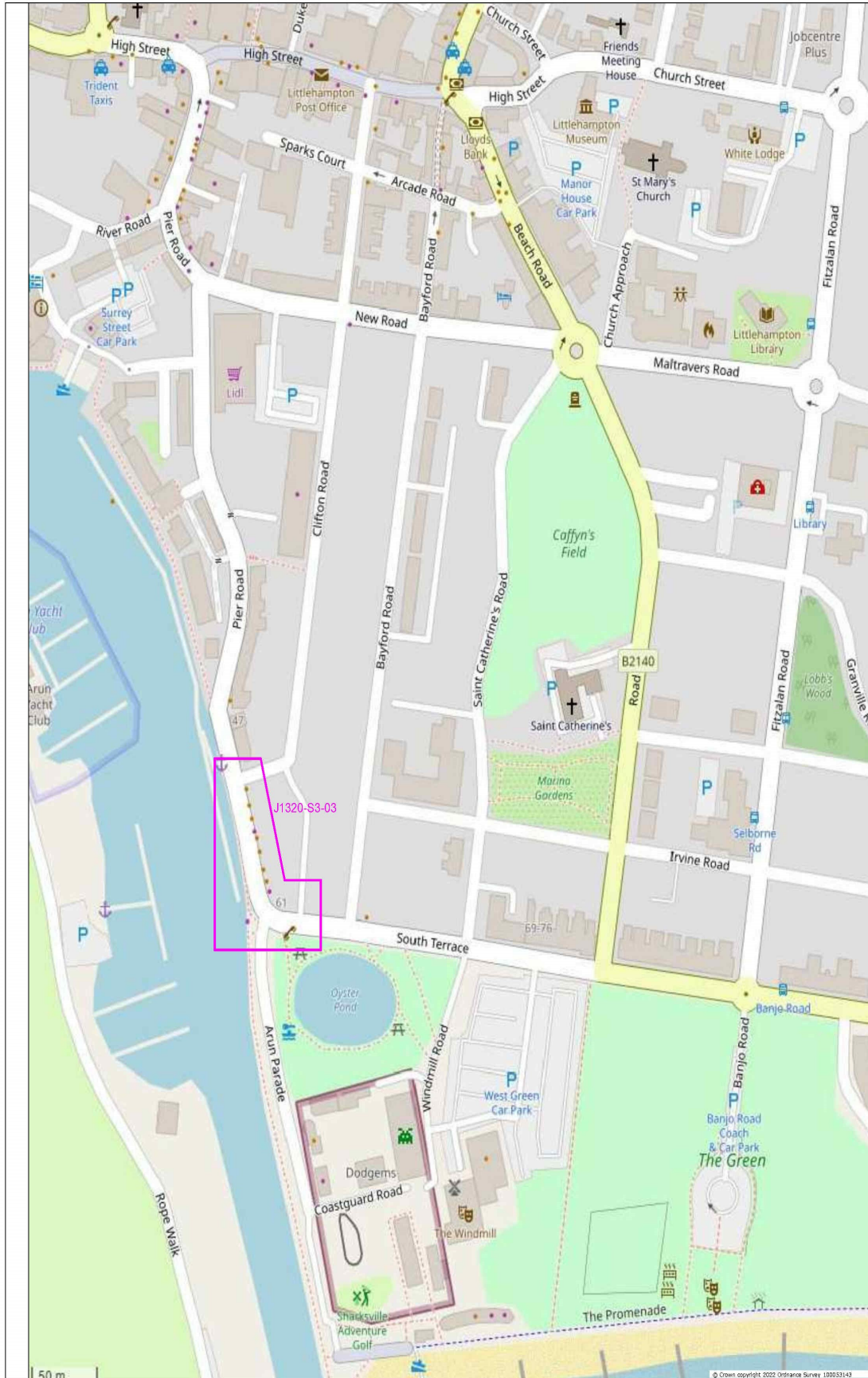
<p>wilbur associates limited HIGHWAY CONSULTANTS Woodbrooke Farm, Tot Lane, Purbrook West Sussex PO12 1SR T/Fax: 01796 974553 email: mail@wilburassociates.co.uk web: www.wilburassociates.co.uk Drawing produced by H2 Design, Brighton</p>	<p>Client:</p> <p>Arun District Council</p>	<p>Scheme: Traffic Management Options Pier Road, Littlehampton</p>	<p>Dwg Title: One-way north to south. <i>Illustrative Only</i></p>	<p>Drawing No: J1320-S3-03-02 1:200 @ A1 - Do not scale from drawing.</p>	<p>Issue date - 18 07 2022 Rev:</p>
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Arun District Council

REPORT TO:	Economy Committee – 22 November 2022
SUBJECT:	Key Performance Indicators 2022-2026 – Quarter 2 performance report for the period 1 April 2022 to 30 September 2022.
LEAD OFFICER:	Jackie Follis, Group Head of Organisational Excellence
LEAD MEMBER:	Councillor Andy Cooper
WARDS:	N/A
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: The Key Performance Indictors support the Council's Vision and allows the Council to identify how well we are delivering across a full range of services.	
DIRECTORATE POLICY CONTEXT: This report is produced by the Group Head of Organisational Excellence to give an update on the Q2 Performance outturn of the Key Performance Indicators.	
FINANCIAL SUMMARY: Not required.	

1. PURPOSE OF REPORT

- 1.1. This report is to update the Committee on the Q2 Performance Outturn for the Key Performance Indicators (KPIs) which make up the Corporate Plan, for the period 1 April 2022 to 30 September 2022. The process is described in section 4. of this report.

2. RECOMMENDATIONS

- 1.2. As this report is an information paper, there are no recommendations for the Committee to consider. This report is to be taken as read only with Members having the opportunity to ask questions at the meeting on service performance. Members can also submit questions or comments on the indicators relevant to their Committee and these will be considered by the Policy and Finance Committee on 13 December 2022.

2. EXECUTIVE SUMMARY

- 2.1. This report sets out the performance of the Key Performance indicators at Quarter 2 for the period 1 April 2022 to 30 September 2022.

3. DETAIL




- 3.1. The Council Vision 2022-2026 was approved at Full Council in March 2022. To support the Vision we need a comprehensive and meaningful set of performance measures which allow us to identify how well we are delivering across a full range of services. Two kinds of indicators were agreed at the Policy and

Finance Committee on 17 March 2022. The first of these are annual indicators and will primarily update the progress against strategic milestones. In addition to this 'key performance indicators' (KPIs) will be reported to committees every quarter. These KPIs are known as our Corporate Plan.

- 3.2. A short report and appendix will go to each of the other Committees in the cycle of meetings after each quarter has ended. This appendix will only contain the indicators which are relevant to each Committee.
- 3.3. A full report showing quarterly performance against all indicators (which are measured at that quarter) will go to the relevant Policy and Finance Committee meeting at the end of the cycle of the other Committee meetings. Members of the other Committees will be able to give comments or ask questions of officers about the KPI indicators that are relevant to their Committee and these can be referred to the Policy and Finance Committee for consideration if deemed necessary.
- 3.4. The Committee meetings that will receive Q2 KPI reports are as follows:

Committee meeting dates	Indicators to receive report on
Corporate Support Committee - 10 November 2022	9 (CP1, CP2, CP3, CP4, CP5, CP6, CP7, CP8, CP9)
Environment Committee - 17 November 2022	10 (CP12, CP13, CP37, CP38, CP39, CP40, CP22, CP23, CP24, CP25)
Economy Committee - 22 November 2022	2 (CP41, CP42)
Planning Policy Committee - 24 November 2022	1 (CP36)
Planning Committee – 30 November 2022	10 (CP26, CP27, CP28, CP29, CP30, CP31, CP32, CP33, CP34, CP35)
Housing & Wellbeing Committee - 6 December 2022	8 (CP11, CP15, CP16, CP17, CP18, CP19, CP20, CP21)
Licensing Committee – 9 December 2022	1 (CP14)
Policy & Finance Committee - 13 December 2022	41 indicators - not CP10 (only at Q4)

- 3.5. This is the second quarterly report covering performance from 1 April 2022 to 30 September 2022 and will cover only those indicators that are due to be measured at this point.
- 3.6. Thresholds are used to establish which category of performance each indicator is within.

	Achieved target	100% or above target figure
	Didn't achieve target but within 15% range	85%-99.9% below target figure
	Didn't achieve target by more than 15%	85% or less target figure

- 3.7. There are 42 Key Performance indicators. 2 of these indicators are reportable to the Economy Committee.
- 3.8. This report gives the status of all indicators at Q2. Appendix A gives full commentary for each indicator. This appendix shows the figures and

commentary for both Q1 and Q2 and a column which shows the direction of travel of the status for each indicator.

Status	Number of Key Performance indicators in this category
Achieved target	1
Didn't achieve but within 15% range	1
Didn't achieve target by more than 15%	0
TOTAL	2

- 3.9. The table at 4.4 sets out the reporting structure for Q2 KPIs. Members will see that relevant indicators have been presented to the listed committees prior to this meeting. A separate appendix will be presented to the Policy and Finance Committee, should any items be forwarded on from the other Committees.

4. CONSULTATION

- 4.1. No consultation has taken place.

5. OPTIONS / ALTERNATIVES CONSIDERED

- 5.1. To review the report
5.2. To request further information and/or remedial actions be undertaken

6. COMMENTS BY THE GROUP HEAD OF CORPORATE SUPPORT/SECTION 151 OFFICER

- 6.1. None required.

7. RISK ASSESSMENT CONSIDERATIONS

- 7.1. None required

8. COMMENTS OF THE GROUP HEAD OF LAW AND GOVERNANCE & MONITORING OFFICER

- 8.1. None required

9. HUMAN RESOURCES IMPACT

- 9.1. Not applicable.

10. HEALTH & SAFETY IMPACT

- 10.1. Not applicable.

11. PROPERTY & ESTATES IMPACT

- 11.1. Not applicable.

12.EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

12.1. Not applicable.

13.CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

13.1. Not applicable.

14.CRIME AND DISORDER REDUCTION IMPACT

14.1. Not applicable.

15.HUMAN RIGHTS IMPACT

15.1. Not applicable.

16.FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

16.1. Not applicable.

CONTACT OFFICER:

Name: Jackie Follis

Job Title: Group Head of Organisational Excellence

Contact Number: 01903 737580

BACKGROUND DOCUMENTS: *None*

No.	Indicator	Council Vision Theme	Service Committee	CMT Member	Frequency data collected	Assess by	Target 2022-2026	June 22 Outturn - Q1 (April-June)	Q1 Status	September 22 Outturn - Q2 (April-Sept)	Q2 Commentary	Q2 status	Improved or not since Q1 figure (Q2 compared to Q1)
CP41	Occupied retail units in Littlehampton	Fulfilling Arun's economic potential	Economy	Karl Roberts	6 monthly	Higher is better	90%	No data - 6 monthly indicator	No data - 6 monthly indicator	85%	192 properties are in use, 33 currently unutilised - however, we understand a number of these are in the process of being re-let and/or reopening. The arcade is now empty apart from the florist and greengrocers. Two hospitality units have closed in this period - one well-known franchise and one larger unit in the High Street.	Not achieving but within 15% range	N/A - 6 monthly indicator
CP42	Occupied retail units in Bognor Regis	Fulfilling Arun's economic potential	Economy	Karl Roberts	6 monthly	Higher is better	90%	No data - 6 monthly indicator	No data - 6 monthly indicator	91%	Improvement in vacancy rate across Town Centre (Core + Town) area, with only 6% vacancy rate (previously 7%). There are signs that some units have changed to residential use this will be confirmed at the next audit - nothing currently showing on ADC Planning portal.	Achieving	N/A - 6 monthly indicator

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Economy Committee	Report Author	Date of Meeting	Full Council Meeting Date
Karl Roberts, Nat Slade and Denise Vine			
Outside Bodies Update		15 June 22 MEETING CANCELLED	13 July
Outside Bodies Update Changing Places Toilets in Arun District Littlehampton Public Realm Improvements: Phase 2 & 3 High Street / Beach Road / East Street / Clifton Road	P Broggi R Carden	26 July 22	14 September 22
Outside Bodies Update Bognor Regis Business Improvement District Term 2 Ballot	D Vine	27 Sept 22	9 November 22
Outside Bodies Update Q2 KPI Reporting Pier Road Consultation – Survey Results and Next Steps Beach Hut Progress Report	D Vine S Horwill	22 Nov 22	18 January 22
Outside Bodies Update Bognor Regis Arcade Promotion Agreement in relation to Council land at Meadview Nursery, Lyminster, Littlehampton (Exempt) Tourism Hospitality & Visitor Economy Study Committee Revenue & Capital Budgets 2023/2024 EXEMPT - Disposal of London Road Car and Lorry Park, Bognor Regis	S Horwill S Horwill D Vine C Martlew N Slade	2 Feb 23	15 March 23

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