



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 Helen Burt (Ext. 37614)

16 February 2023

SPECIAL MEETING OF THE ENVIRONMENT COMMITTEE

A meeting of the Environment Committee will be held in **Council Chamber, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF** on **Monday 27 February 2023 at 6.00 pm** and you are requested to attend.

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

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 webpages](#).

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 **Friday 17 February** 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

A G E N D A

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

3. MINUTES

(Pages 1 - 12)

The Committee will be asked to approve as a correct record the Minutes of the Environment Committee held on 31 January 2023.

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. LAWN TENNIS ASSOCIATION FUNDED IMPROVEMENT PROJECT FOR ARUN'S TENNIS SITES

(Pages 13 - 44)

This report provides detail on a new online booking platform, court gate access control and refurbishment project for Arun owned tennis courts, funded through grant funding provided by the Lawn Tennis Association.

[15 Minutes]

7. BEACH ACCESS FOR ALL, BOGNOR REGIS - BOGNOR REGIS BEACH ACCESS WORKING PARTY (Pages 45 - 88)

Following the Environment Committee setting up the Bognor Regis Beach Access Working Party (BRBAWP) the report summarises the Working Party activities. It presents recommendations from the Bognor Regis Beach Access Working Party to the Environment Committee and next steps for providing practical achievable steps in improving access for all to the beach.

Similar principles of the outcome of this piece of work can be applied to improve access to all of Arun's beaches.

The Committee is asked to approve the recommendations.
[20 Minutes]

8. OUTDOOR SPORTS PROVISION, FELPHAM (Pages 89 - 114)

This report concerns the provision of sports facilities in Felpham. The development at Blakes Mead in Felpham (formerly known as Site 6) has a S106 Agreement that is set to provide sports facilities on site. The policy for the provision of outdoor sports provision has been updated alongside other sporting bodies such as Sport England to improve existing facilities and develop them as hubs to benefit the wider community.

The developer will instead provide an off-site sum for outdoor sports facilities in Felpham, will transfer the site as landscaped public open space to the council and provide a commuted sum for future maintenance. In addition, a sum will be provided for the project management of delivering those facilities.

This report seeks approval to accept these proposals.
[25 Minutes]

9. CHANGING PLACES TOILETS ALTERNATIVE VENUE (Pages 115 - 124)

Following a decision to endorse support the Changing Places Toilets Expression of Interest at the Environment and Neighbourhoods Committee meeting on 23rd of September 2021, authority is sought to reallocate the grant funding to an alternative venue. Owing to the rescheduling of refurbishment works to the Regis Centre the Changing Places Toilet will be ineligible for the Changing Places Toilets grant funding.

It is proposed that the grant funding should be reallocated to Arun Leisure Centre. Due to grant funding timescales this is the only venue option which will be able secure the grant funding. Authority is sought to support the reallocation of grant funding from the Regis Centre to Arun Leisure Centre.
[10 Minutes]

OUTSIDE BODIES - FEEDBACK FROM MEETINGS

10. WORK PROGRAMME

(Pages 125 -
128)

The Committee is required to note the Work Programme for 2022/23.
[5 Minutes]

- 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](#)

Public Document Pack Agenda Item 3

Subject to approval at the next Environment Committee meeting

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ENVIRONMENT COMMITTEE

31 January 2023 at 6.00 pm

Present: Councillors Edwards (Chair), Chace (Vice-Chair), Bicknell, P. English, Goodheart, Madeley, Worne, Brooks (Substitute for Huntley), McAuliffe (Substitute for Wallsgrove) and Stanley (Substitute for Needs)

Councillors Pendleton and Staniforth were also in attendance for all or part of the meeting.

633. APOLOGIES

Apologies for absence had been received from Councillors Huntley, Wallsgrove, Needs and Warr.

634. DECLARATIONS OF INTEREST

Councillor Stanley declared a Personal Interest in Agenda Item 10 as a local resident.

Councillor Goodheart declared a Personal Interest in Agenda Item 9 due to his involvement with the Bognor Community Gardeners, and Agenda Item 11 as a Member of Bognor Regis Town Council and a Bognor resident.

Councillor English declared a Personal Interest in Agenda Item 10 as a local resident and Member of Felpham Parish Council.

Councillor Madeley declared a Personal Interest in Agenda Item 10 as a resident of Felpham.

Councillor Brooks declared a Personal Interest in Agenda Item 7 as a Member of Bognor Regis Town Council

Councillor Edwards declared a Personal Interest in Agenda Item 10 as a local resident

635. MINUTES

The Minutes of the meeting held on 17 November 2022 were approved by the Committee. These would be signed at the end of the meeting.

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636. 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 that there were no urgent matters for this meeting.

637. PUBLIC QUESTION TIME

The Chair confirmed that no questions had been submitted for this meeting.

638. COMMITTEE REVENUE & CAPITAL BUDGETS 2023/2024

Upon the invitation of the Chair, the Interim Group Head of Finance and Section 151 Officer presented the report to the Committee. She explained that the budgets from this Committee plus any growth bids would be considered at Policy and Finance Committee as part of the overall budget on 9 February 2023, before going on to Full Council on 1 March 2023 for approval. She highlighted that the budget had been prepared against a backdrop of a significant budget gap for 2023-24. Only the essential growth bids for 2023-24 had been put forward for the Committee to approve. She went through the growth bids listed in Appendix B, and then the main year on year changes, which were Combined Cleansing Contract; and Foreshores – cost of beach patrol service; Establishment; Grounds maintenance Contract Consumer Price Index inflation. The Committees Capital programme totalling £1.655m for 2023-24 was detailed in Appendix C, and was comprised of £1.4m Disabled Facilities Grants, which were all grant funded; and £255k for Play Areas.

Members then took part in a question-and-answer session and the following points were made:

- Clarification was sought on some of the figures. This was provided by the Interim Group Head of Finance and Section 151 Officer
- There was concern that the Disabled Grant had not risen, and it was not expected this would rise over the course of the next five years, despite inflation rapidly rising. It was suggested that a letter from the Council be written to lobby for a rise in this grant. The Chair offered support for this, and it was agreed this could be discussed after the meeting.
- Disappointment was expressed by some Members that there was nothing regarding beach access in the budget.
- Questions were asked regarding spending on the Sunken Gardens, whether any underspend would be rolled over, and if so could this be spent on additional elements to the project? The Interim Group Head of Finance and Section 151 Officer would look at the detail on this and supply a written reply to Members. The Chair explained that suggestions for additional projects could be brought to the Council by any Member and would be looked at on a case-by-case basis.

- Clarification was requested on the costs of operation of the car parks. The Interim Group Head of Finance and Section 151 Officer explained that the costs in the report were the direct costs to the Committee, however there were other corporate costs involved.

The recommendation was proposed by Councillor Bicknell and seconded by Councillor Chace.

The Committee

RESOLVED that

- 1) the 2023/24 Revenue Budget as illustrated in Appendix A of this report be agreed;
- 2) the list of uncommitted growth items as illustrated in Appendix B of this report be agreed;
- 3) the 2023/24 Capital Programme as illustrated in Appendix C of this report be agreed; and

RECOMMEND TO POLICY & FINANCE COMMITTEE that

- 4) the Revenue Budget for this Committee be included in the overall General Fund Budget when the Policy and Finance Committee considers the overall budgets at its meeting on 9 February 2023.

639. VARIATION TO PARKING CHARGES

Upon the invitation of the Chair, the Group Head of Technical Services presented the report to Committee. He explained that the Medium-Term Financial Plan considered at Policy and Finance Committee on 13 December 2022, recommended to Full Council the maximising of income including fees and charges, where possible, as part of the 2023-24 budget process. Car parking charges were discretionary and could be set by the Council in order to optimise its revenue in accordance with the Council's recently adopted Off-Street Parking Strategy, which set out that the Council would review the charges annually. The Strategy aimed to maximise the use of car parks in a way that supported the needs of businesses, workers, shoppers, commuters, and visitors, whilst looking to optimise yield from parking in line with the corporate charging principles. The costs, including the corporate support services, had increased, and it was therefore necessary to increase revenues. This was mainly due to the effects of inflation such as its impact on the national living wage and energy prices. Other cost factors were associated with the Council's move to reduce the carbon emissions from its parking service in line with its declared climate emergency and adopted carbon neutral strategy.

The Group Head of Technical Services explained the proposals did not change the 2-hour free parking schemes that allowed parking in Fitzleet, Hothampton, and Lyon Street car parks in Bognor Regis and St. Martins, Anchor Springs and Manor House car parks in Littlehampton. The proposal did not include introducing charging to car parks which were currently free to users. The parking charges at the Fitzalan Pool car park in Arundel would also be unaffected.

Members then took part in a question-and-answer session and the following points were made:

- It was asked why consultation had not been carried out. The Group Head of Technical Services explained that the process for adopting fees had been looked at, and although historically the Council had undertaken a consultation process, there was no obligation to do this if there were no other amendments to the Parking Order. The chosen approach had been taken due to compressed timescales.
- It was noted that the current charges were not included in the report, so no comparison could be made between the current and proposed tariffs.
- There was a large range of different percentage increases, none less than 11%, which was arguably higher than inflation at present. The Group Head of Technical Services explained that they had carried out some benchmarking and the proposed fees were below the average for almost every tariff in comparable districts.
- Clarification was requested on some of the figures, which was provided by the Group Head of Technical Services
- It was asked whether additional income generated from a rise in car park charges could be used in other areas of the Council such as Wellbeing. The Group Head of Technical Services did not believe this to be the case.
- There was concern that it was unfair to try to reduce people's use of cars without improving public transport in the area. The Group Head of Technical Services explained that paragraph 14 of the report clarified that the report was not intended to encourage a shift away from private car use.
- One Member felt that the proposed increase in charges were not unreasonable in comparison to the many car parks that he used all around the country on a very regular basis.
- With the cost of upkeeping the car parks increasing, additional money to support the maintenance of these car parks was required.
- It was hoped some of the additional revenue would go towards additional electric charging points.
- Was Ringo available in all car parks? The Group Head of Technical Services confirmed this was the case.
- It was asked whether Fitzleet car park could be sold. The Group Head of Technical Services explained the Council was unable to do this.

Councillor Stanley proposed that debate on this Item be adjourned until the first meeting of the new municipal year, and in the meantime, Officers be instructed to carry out consultation prior to this meeting. This was seconded by Councillor Brooks.

Following a discussion, a vote was taken. With 5 Members voting for and 5 Members voting against, the Chair used his casting vote against, and the vote was declared LOST.

The substantive recommendation was then proposed by Councillor Madeley and seconded by Councillor English.

A recorded vote was requested. Those voting for were Councillors Bicknell, Chace, Edwards, English, Madeley, McAuliffe. Those voting against were Councillors Brooks and Stanley. Councillors Goodheart and Worne abstained from voting. The vote was therefore declared CARRIED.

The Committee

RESOLVED

That parking tariff option B be introduced with effect from 01 April 2023.

640. EMPTY HOMES STRATEGY 2023 - 2028

Upon the invitation of the Chair, the Principal Environmental Health Officer presented the report to Committee. She explained that the report detailed the Council's third Empty Homes Strategy and the positive work that had been achieved in this area in the past 5 years. The Council was committed to playing its part in the national campaign to bring empty homes back into use. Since 2006 there had been a part time Empty Homes Officer and in April 2017 this was made full time. In addition, in 2022 a part time resource for a Technical Support Assistant was made available to work alongside the Empty Homes Officer. The Empty Homes Officer worked closely with colleagues within the Revenues and Benefits Team and monthly reports were received from Council tax records in terms of those properties that were recorded as empty, which were properties empty for more than 12 months, and did not include second homes or those properties going through probate.

The Principal Environmental Health Officer highlighted Paragraph 3.8 of the report, which identified the number of properties brought back into use as a direct result of the activity of the Empty Homes Officer.

The Empty Homes Strategy had three key stages which The Principal Environmental Health Officer went through and explained to the Committee. These were Engage; Encourage; and Enforce. The Empty Homes work had been recognised Nationally via the Empty Homes Network and received a number of awards.

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The Principal Environmental Health Officer highlighted the changes in the updated Empty Homes Strategy for 2023-2028. She explained the Empty Homes function had shown successful activity over the past two successive strategies spanning 10 years, but this continued to be an evolving and important area of work in bringing much needed empty homes back into use. Members were requested to support the adoption of the Empty Homes Strategy 2023 -2028.

Members then took part in a question-and-answer session and the following points were made:

- Members congratulated the Principal Environmental Health Officer and her team for achieving great results.
- There was concern that there would no longer be any action taken regarding properties empty for less than 12 months, whereas previously this was 6 months. The Principal Environmental Health Officer explained this had been changed because homes empty for less than 12 months were often due to factors such as the owners selling, or the property going through probate. Increasing this to 12 months meant Officers could focus resources more effectively.
- What was the target? The Principal Environmental Health Officer confirmed this was 50 for the current financial year, however they had so far achieved 74 and would be revising the target going forwards.
- Did the Council guarantee rent to landlords when they had arranged for tenants to be housed in these empty homes? The Principal Environmental Health Officer explained that the Council did not guarantee rents, however the Housing Options team worked closely with tenants to ensure their tenancy agreements were fulfilled, including the payment of rent.
- It was asked how people could inform the Empty Homes team if they were aware of empty properties in the area. The Principal Environmental Health Officer explained there was a form that could be submitted on the Arun District Council website, and there was also an email address displayed that people could use.

The recommendation was proposed by Councillor Stanley and seconded by Councillor Bicknell.

The Committee

RESOLVED

That committee adopt the Empty Homes Strategy 2023 – 2028.

641. PARKS AND GREENSPACES STRATEGY (PGS) - SCOPING REPORT

[Councillor Goodheart redeclared his Personal Interest during this item]

Upon the invitation of the Chair, the Environmental Services & Strategy Manager introduced the Parks & Cemeteries Manager, who presented the report to Committee. He explained that following the adoption of the new Council Vision, the parks and greenspaces service had taken some time to reflect on how best to meet the relevant Vision themes, which were identified in the Committee report. They felt the drafting of a Parks and Greenspaces Strategy to be critical in setting a clear direction for how the service should be managed going forward. The strategy's principal focus was on Arun's own parks and greenspaces. This was important because it put more strategic focus on the value of parks and greenspaces already owned by Arun, thereby laying the blueprint for future management, maintenance and development of the service and its greenspace assets. They proposed to establish and consult on seven key strategic outcomes which were contained within an overall framework, illustrated in the Scoping Report. The strategy would review existing operations and management of the Parks and Greenspaces Service, as well as put in place the mechanisms needed to review how Arun's parks and greenspaces were used by the public and to implement any necessary changes to meet the outcomes. The strategy would develop practical actions and solutions to deliver the strategic outcomes.

The Parks & Cemeteries Manager explained it was proposed that future Service Delivery Plan indicators were set in place to monitor performance and delivery of the strategy. They would also look to external partners to monitor progress. There would be extensive consultation with valued stakeholders throughout this process, recognising the huge contributions volunteers, concessionaires and community groups had to offer. It was likely that a series of focus groups would then be arranged to determine how to deliver the strategic outcomes. They anticipated presenting a full draft to Committee within 18 months, and there was a draft timetable set out in paragraph 4.8 of the report. He explained that by having a clear strategy built around key outcomes, the service would be able to operate in a modern, dynamic and more engaging way than before. It would establish a more robust pathway to decision making, and it would bring Arun in line with peer authorities.

Members then took part in a question-and-answer session and the following points were made:

- Was there a way to get greenspace areas allocated on new developments sites, handed over to the Council to run, in order to prevent these being built on at future dates? The Group Head of Environment and Climate Change explained that the Council had been successful in the past when it came to keeping these as green spaces.
- Support was offered for this report and Members welcomed that Arun would be making the best use of parks and greenspaces.
- It was felt this was important to help protect wildlife and enhance biodiversity.
- It was asked whether this covered allotments, and whether abandoned allotments would be brought back into use again. The Parks & Cemeteries

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Manager explained that they did not cover allotments, however there was an opportunity to look at projects such as community orchards and community growing.

- There was concern over the use on page 67 of the wording of biodiversity net gain, which was something quite specific and was used in part of Planning legislation. The Parks & Cemeteries Manager gave an example of what they meant by this. The example was that where a new footpath was installed, the impact would be mitigated and understood in terms of biodiversity.

The recommendation was proposed by Councillor Chace and seconded by Councillor Bicknell.

The Committee

RESOLVED

That the development and drafting of a Parks and Greenspaces Strategy as per methodology and structure set out in the scoping report, be approved.

642. KING GEORGE V PLAY AREA, FELPHAM

[Councillor English redeclared his Personal Interest during this item]

[Councillor Stanley redeclared his Personal Interest during this item]

[Councillor Madeley redeclared her Personal Interest during this item]

[Councillor Edwards redeclared his Personal Interest during this item]

Upon the invitation of the Chair, the Principal Landscape and Projects Officer presented the report to Committee. She explained that the report set out proposals for the expenditure of section 106 funding provided as allocations to improve play facilities in Felpham. These were in addition to the play areas installed by the developer at Site 6. The play areas in Felpham had been reviewed and King George V play area had been identified as the most appropriate location for the funding to be spent. The report summarised the process and programme for the project which would start with understanding what type of equipment the public would like to see included. The recommendations sought approval to drawdown the funding, to award a construction contract for the value shown and to also adjust this sum should any additional funding become available.

Members then took part in a question-and-answer session and the following points were made:

- There was concern that the timescales to complete this project were too lengthy, and during this time the cost of materials may further increase. The Principal

Landscape and Projects Officer explained this was a conservative timescale and that if this could be brought forward it would be.

- There was a discussion as to what the playpark would look like after the project had been delivered, and whether there was a possibility to use some of the funding in other parks.
- It was asked whether consideration could be given to ensuring more parks across Arun had accessible swings for wheelchair users.
- Support was offered for improving King George V Park.
- It was asked whether the views of key stakeholders could be sought regarding what changes should be made. The Group Head of Environment and Climate Change confirmed the process would involve public engagement and they would also be working with the Parish Council.

The recommendation was proposed by Councillor English and seconded by Councillor Edwards.

The Committee

RESOLVED that

- 1) the drawdown and expenditure of £67K Section 106 funding allocated from Land North of Felpham (FP/92/04) plus any other partnership funding that may be made available to carry out improvements at King George V play area in Felpham and deliver an objective from the Council's play strategy 2018-2028, be approved.
- 2) a procurement process be undertaken for a design and build contract and to enter into a contract for up to £67K (subject to recommendation 3 with the preferred bidder, in order to carry out play area improvements at King George V.
- 3) authority be delegated to Officers to increase the contract value at recommendation 2 should additional funding become available ahead of, during, or following the procurement process.

Before moving onto the next agenda items, the Chair, in line with the Constitution at Part 5, Rules of Procedure (Meetings) – Section 2 –Committee Procedure Rules, Rule 8 [Duration of Meeting] confirmed that the Council would need to adjourn at 9.00 pm unless a vote was undertaken to extend the length of the meeting by a further 30 minutes. The Chair asked for a show of hands to extend the meeting by this time to 9.30 pm, if needed, to ensure that all business on the agenda would be concluded. This was CARRIED.

643. BATHING WATER QUALITY

Upon the invitation of the Chair, the Environmental Health Team Manager presented the report to Committee. He explained the report updated the Committee on the results of the bathing water classifications for 2022, and the actions being taken to identify and address the causes of the Poor bathing water classification for Bognor Regis Aldwick.

The Environmental Health Team Manager went onto explain that the Environment Agency (EA) carried out monitoring of the water quality of designated bathing waters (DBW) between May and September each year. DBW were given a classification of Excellent, Good, Sufficient or Poor based on water quality. Samples were taken by the EA and provided a point in time indication of the quality by looking for faecal indicator bacteria. There were a range of potential sources for those bacteria including sewage, livestock, birds and road drainage. The latest results were shown in the table to the report and were based on the last four years of samples. Four out of six of Arun's DBW maintained their previous classifications of Good or Excellent. Two of the locations had their classifications reduced. These were Bognor Regis Aldwick which had changed from Good to Poor and Bognor Regis East which had changed from Excellent to Good. The classifications would be displayed at each location during the next bathing season (May to September), with additional signage at Bognor Regis Aldwick advising against bathing. This enabled the community to make an informed choice about where and when to bathe. A working group had been established following classifications for 2022, involving staff from EA, Southern Water and the Council, to investigate the causes of the Poor bathing water classification for Bognor Regis Aldwick, and to agree an action plan to address these. This may include the Council using enforcement powers to address any wastewater misconnections identified. At present there was no clear linkage between the elevated sample results seen in 2022 and the operation of storm overflows for Bognor Regis Aldwick.

Councillor Stanley then proposed an amendment to the Officer recommendation as follows (additions have been shown in **bold**):

That the Environment Committee endorse staff, **and Ward Members for Aldwick East and Aldwick West**, participation in the Working Group, as an appropriate mechanism, to identify and address the causes of the reduced bathing water classification for Bognor Regis Aldwick.

The amendment was seconded by Councillor Worne.

The Director of Growth advised against the amendment and explained that this was an operational matter, whereby Officers were engaging with Southern water and EA to find solutions. He suggested communication between the different agencies may not be so productive if Members participated in the Working Group, and reassured Members that the Committee would be kept fully updated. He pointed out that if Members were not satisfied with the progress once Officers had brought the updates

back to Committee, they would then have the opportunity to request Member participation on the Working Group.

Councillor Stanley confirmed he wished to proceed with the amendment and the Chair then invited debate on the amendment. The following points were raised:

- Some Members felt it would not be appropriate for Councillors to participate in the Working Group, and felt more progress could be made with Officers alone.
- It was asked whether the invitation should be extended to key stakeholders such as the agricultural sector. The Environmental Health Team Manager explained the EA had suggested the parties that should be involved, however he was happy to raise this with EA.
- Some Members felt it would be beneficial to have Members present at the Working Group meetings as they could feedback their views directly to the other agencies involved and directly represent the residents.
- The view was expressed that the Council should come together to tackle the problem, and that Member involvement would help with this.

A recorded vote on the amendment was requested. Those voting for were Councillors Brooks, Goodheart, McAuliffe, Stanley and Worne. Those voting against were Councillors Chace, Edwards and English. Councillors Bicknell and Madeley abstained from voting. The vote was therefore declared CARRIED

Turning to the substantive, the Chair invited questions from Members and the following points raised:

- It was asked whether Members could see the sampling figures. The Environmental Health Team Manager explained these figures were publicly available on the EA website.
- There was disappointment the Working Group did not cover Felpham as well, and it was hoped that any resolutions from the Working Group could also be employed at Felpham.

The substantive recommendation was Proposed by Councillor Stanley and Seconded by Councillor Worne.

The Committee

RESOLVED

That the Environment Committee endorse staff, and Ward Members for Aldwick East and Aldwick West, participation in the Working Group, as an appropriate mechanism, to identify and address the causes of the reduced bathing water classification for Bognor Regis Aldwick.

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644. KEY PERFORMANCE INDICATORS 2022-2026 - QUARTER 3 PERFORMANCE REPORT FOR THE PERIOD 1 APRIL 2022 TO 31 DECEMBER 2022

The Chair confirmed that the report was an information paper with no recommendations for the Committee to consider.

There were no questions from Members.

Members then noted the report.

645. UPDATE FROM THE BEACH ACCESS WORKING PARTY (INFORMATION UPDATE)

The Chair of the Bognor Regis Beach Access Working Party gave an update to the Committee. She explained that the third Working Party meeting had taken place on 16 January 2023, where a presentation was provided by the Project Manager from Coastal Partners. The fourth meeting of the Working Party would take place on 06 February 2023.

The Chair then invited questions from Members. There was concern no budget had been put aside for this, and also that it had been a longer process than hoped.

The Committee noted the update.

646. OUTSIDE BODIES

There were no updates from Members regarding Outside Bodies.

647. WORK PROGRAMME

The Committee noted the Work Programme.

(The meeting concluded at 9.20 pm)

REPORT TO:	Environment Committee 27th Feb 2023
SUBJECT:	Lawn Tennis Association Funded Improvement Project for Arun's Tennis Sites.
LEAD OFFICER:	Oli Handson – Environmental Services & Strategy Manager
LEAD MEMBER:	Councillor David Edwards
WARDS:	Marine, Felpham West, River, Beach
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: The Lawn Tennis Association (LTA) project will implement the Council's vision that aims to provide infrastructure that supports wellbeing, through easily accessible and safe greenspace, and encourage our community to embrace healthy and active lifestyles.	
DIRECTORATE POLICY CONTEXT: The project sits within the Environment and Communities Directorate plan and supports delivery of the Greenspace Management Contract.	
FINANCIAL SUMMARY: A grant sum of £54k provided by the LTA will need to be drawn down for Arun to fund the proposed court improvements via a supplier(s) procured through the LTA.	

1. PURPOSE OF REPORT

- 1.1. This report provides detail concerning the scope of an LTA funded tennis court partnership improvement project and seeks approval for use of the grant funding.

2. RECOMMENDATIONS

- 2.1 The Committee is requested to:
 1. Approve the LTA grant funding for use as set out in this report

3. EXECUTIVE SUMMARY

- 3.1 This report provides detail on a new online booking platform, court gate access control and refurbishment project for Arun owned tennis courts, funded through grant funding provided by the Lawn Tennis Association.

4. DETAIL

4.1 Introduction

In 2022 Matt Glazier, Parks Investment Delivery Partner for the LTA, approached Arun District Council concerning the potential to improve the customer experience in relation to the use of the Council's 4 tennis court sites. The Council through its appointed Greenspace Management Contractor Tivoli Group Ltd operate tennis courts at the following locations:

Swansea Gardens, Bognor Regis (3 hard courts)
Blakes Road Felpham (4 hard courts)
Norfolk Leisure Gardens, Littlehampton (3 hard courts and 4 'mini' courts)
Maltravers Leisure Gardens, Littlehampton (4 hard courts, 3 grass courts)

The LTA have undertaken an assessment of the courts listed above and considered the condition, demographic and potential capture rates for tennis use in Arun. On this basis the LTA recommended an improvement/funding package as per the project scope which is detailed in 4.3 below. With the exception of Swansea Gardens the condition of all other courts was rated as good.

4.2 Background & benefits

The LTA's aim is to support local authority partners to improve their parks tennis offer in order to increase participation and open up the sport to more people, as more people play tennis in parks than any other type of tennis venue.

This support includes, improving:

- local awareness of courts
- the quality of the courts themselves
- the ability to protect tennis courts for years to come via a self-sustaining model
- opportunities to play and compete
- the resident journey to court (i.e. court availability can be seen online, courts booked efficiently and access guaranteed upon arrival)
- the ability for LA's/operators to efficiently manage their courts remotely

LTA insight tells us:

- Park tennis courts are vital in helping open up the sport
- Over 1.7 million adults play tennis on a park court every year
- 44% of people who play tennis each year do so in a park (in comparison 20% played in a club setting)
- 3.4 million children aged 4-15 played tennis over the course of the year Over a third (35%) said they had played on a park court
- Key barriers to participating are finding, booking & accessing a court and finding someone to play with

4.3 Proposed Scope & funding

The project proposes the implementation of

a) Club-spark online booking platform – all sites

The LTA's digital platform for participation which helps to enhance the way players engage with tennis online, creating a simple online solution for finding, booking and paying for a tennis court. A modular platform which is free to LTA registered venues to use. Full training on the system will be provided via LTA for Tivoli staff, but the customer option for either phone or in person booking will remain with trained staff booking on behalf of the customer via the platform.

b) Gated court access mechanisms – all sites

Works with ClubSpark to provide a complete court booking solution, residents receive a unique access code upon booking and a battery powered key-pad provides instant access upon arrival, but only for that particular booking slot (no need for mains power). The system uses an algorithm to identify correct pin code access. – Creating a facility that is easy to access for residents and easy to monitor remotely for Tivoli, reducing staff time locking/unlocking courts, preventing unauthorized access and residents can play tennis when they want to play tennis.

Cost £4,000 per site x 4 sites = **£16,000**

c) Court improvements

Swansea Gardens only – 3 court porous asphalt surface course and repaint (inc. of new nets, posts and sockets at £850 per court) = £33,000 i.e. £11,000 per court

Prelims and Contingency = £5,000

Total indicative refurbishment cost = **£38,000**

Total cost £54,000

d) Coaching/added value/community outreach

A key initiative of this project will be to provide both free and tailored coaching opportunities, to open up tennis to all. By working with existing coaches in the locality, the LTA provide training opportunities for specialised coaching methods for a range of physical impairments and health needs. Opportunities to engage with services such as Wellbeing/Benefit who can signpost clients to tennis coaching opportunities/free use will also be explored.

4.3.1 Please note, these costs are subject to change once the LTA appointed contractor/s visit site, the funding application is re-approved and the LTA's procurement framework process is complete.

4.4 Fees & charges

The operation of public tennis courts needs to be underpinned by financial sustainability to ensure that these community assets are protected for years to come.

The operation of public tennis courts is currently subsidised, in that Tivoli's annual operating costs and the overall maintenance costs for tennis courts exceed the current annual income.

It is the LTA's view that financial sustainability and increased use are not mutually exclusive and the LTA will not be prescriptive with how financial sustainability is achieved, but have been actively involved in discussions alongside Tivoli in order to determine an appropriate charging model which will support delivery of the LTA's aims. The LTA are fully supportive of the proposed charging model.

4.4.1 Current arrangements

As it stands, all sites are largely only bookable during the Spring/Summer months (with the exception of Norfolk Gardens) and during office hours. This is due to staffing arrangements at each site. This creates both an operational challenge and a poor user experience as there is currently an inconsistent method of booking, charging and access throughout the day/year. It also means courts are often not accessible during the Winter or outside office hours.

The current opening arrangements are as follows:

Swansea Gardens – Open 10am-7pm during bowls season April - Sept – free of charge. Closed during winter due to historical issues of ASB/misuse.

Blakes – Chargeable when cashier is onsite – Summer is 10am to 5pm. Free of charge outside of this and/or occasionally closed.

Maltravers – Chargeable during bowls season April - Sept. Summer open 10am – 7pm. Winter – used by Tennis coach and Howard Tennis club (charged) Free of charge to general public and/or occasionally closed

Norfolk Gardens – Chargeable year-round. Open in line with Kiosk hours in association with other activities on site.

4.4.2 Current charges

1hr hire - £7.50

½ hour - £4.20

Junior turn up and play (U16) – 1hr £5

4.4.3 Proposed charges

Tennis (Hard & Grass)	Junior turn up and play (u16) 1hr PER COURT	£5.25
Tennis (Hard & Grass)	Adult turn up and play ½ hour PER COURT	£3.75
Tennis (Hard & Grass)	Adult turn up and play 1 hour PER COURT	£7.50

Tennis membership	Blakes Rd & Swansea Gdns only	£49 p.a max 2 bookings of 2 hours per week
Supported household tennis membership	All sites – free for eligible households*	Free, max 2 bookings of 2 hours per week
Tennis (Hard & Grass)	Twilight 1 hour tennis	£3.75 Approx 1 hour before sunset, all sites
Tennis (Hard & Grass)	Winter (1 st Nov – 28 th Feb) 1 hr PER COURT	£5.00
Tennis coaching	1 hour free per week alternating between Blakes/Maltravers	Free
Tennis loyalty	6 games of the price of 5	£37.50

*denotes low income households signposted to offer from partners services

This new operational model will create a consistent method of access and booking, it will also mean all courts will be bookable all year round and during all daylight hours regardless of when the kiosks are open. This will help to drive an increase in usage and therefore physical activity across these sites.

It will also allow for an increase in revenue, so the quality of these community assets is sustained and ideally improved.

Based on this proposal, Swansea Gardens and Blakes Road will be moving from a part free/paid model to a model that introduces an affordable charge all year round, this will be achieved by retaining the current pay and play charges, but also by providing an affordable season ticket that in turn provides free court access for a whole year. The LTA will also be working with Tivoli and local coach/es to introduce weekly, free coaching sessions at key sites, to facilitate additional activity.

A £49 per year per household season ticket is being proposed at the two Bognor Regis sites (Swansea Gardens and Blakes Road). This season ticket will provide 4 hours per week of free usage for a whole year, in reality this would act as a more affordable solution, and a saving for those who use the courts regularly in the Summer months, who are currently paying £7.50 per hour and which in turn will support the increase in participation all year round. Therefore if utilising a court for 4 hours per week for 52 weeks of the year, a £49 membership equates to an hourly charge of just 24p per hour.

Given their close proximity, the Littlehampton Sites (Norfolk Gardens & Maltravers) will be operated in a consistent way, both retaining the £7.50 per court per hour pay and play fee. A new £5 per court per hour will also be offered during the Winter months to encourage more usage at this time of year.

All of the above will be supplemented by a free season ticket for low-income households, offered across all sites, to ensure the tennis facilities across Arun remain inclusive but are also safeguarded for the future through financial sustainability. This also means these targeted households will be able to make a saving on playing tennis across the District.

4.5 Contractual/legal implications

Tivoli have full liability for repair of tennis courts under lease, therefore from a contractual perspective there is little change to the current arrangement between the Council and Tivoli, whereby Tivoli manage a suite of 'Lifestyle' outdoor recreation operations on behalf of the Council. A basic change control note will be issued in respect of the addition of court access systems, required use of Clubspark on-line booking platform and compliance with the required conditions of the LTA.

An agreement between the Council and the LTA will be drawn up for the purposes of the funding allocation, breach of conditions and payment of suppliers (see 4.6 procurement below)

The LTA's online booking platform is provided between the LTA and Tivoli upon registration of tennis venues as LTA venues and would be transferable to any new supplier of services at the point at which the Council retenders its Greenspace Management Contract.

4.6 Procurement

The LTA are the lead on the procurement process for this project. This is a national procurement exercise to provide consistency and best value for the LTA's investment into Local Authority facilities. Once the LTA have finished our procurement process we will be able to instruct the gate contractor to provide a final quoted cost per gate, per site.

Two procurement frameworks have been established between the LTA and the Football Foundation, to deliver the parks refurbishment program.

Framework 1 includes tennis court surface works (including specific types of resurfacing, cleaning, repainting), repairing and installing specific grades of fencing, replacing gates, posts and nets. Framework 1 has 11 lots to provide national coverage (including Scotland and Wales). The appointed contractor for the geographical lot covering Arun District, is Spadeoak (Aggregate Industries UK Ltd) The call off contract that will be used for each individual site will be JCT Minor Works Contract 2016 (With Contractor's Design).

Framework 2 includes the installation of stand alone gates (projects as not part of framework 1 works) and gate access systems. This framework has appointed a single contractor to provide national coverage. This contractor is CIA FIRE & SECURITY LIMITED.

The reason for using a framework approach to deliver the "Parks Investment Programme" is to enable Local Authorities to directly contract with contractors who have been procured using the Public Procurement Regulations 2015 procedure. The framework will deliver the following objectives:-

1. Enable the LA to use the framework to deliver the projects.
2. Achieve value for money through a competitive procurement process.

3. Make sure projects are delivered on time, budget and to the correct specifications.

The procurement accords with the requirements of PCR2015 and has been procured using the Open procedure. Contractors have been appointed in line with PCR 2015 Regulations and have passed a pre-qualification questionnaire as well as being assessed on:

- technical compliance
- Competitive pricing
- proposed delivery team,
- Resource available to deliver projects
- Supply chain arrangements
- Social value in the delivery of projects
- Business continuity, resilience and risk

Once the necessary approvals and agreements are in place, the LTA will be able to instruct the gate & court contractors to provide final quotes for the required works

4.7 Timetable

To be determined once project has received Arun District Council and final LTA approval. It is hoped that on-line and court access systems will be introduced in Spring 2023, and court improvement works completed summer 2023.

5. **CONSULTATION**

Consultation has mainly been with Tivoli Group Ltd, the Council's contracted provider for Tennis booking and management and therefore key stakeholder for this project.

Consultation has also been carried out with the current registered tennis coach operating from Maltravers Leisure Gardens, who is supportive of the project proposal

6. **OPTIONS / ALTERNATIVES CONSIDERED**

1. *Not to proceed*
2. *To proceed only with the online/court access element of the project*

7 **COMMENTS BY THE INTERIM GROUP HEAD OF FINANCE/SECTION 151 OFFICER**

7.1 There are no net budget implications

8 **RISK ASSESSMENT CONSIDERATIONS**

8.1 The Council are required to enter into an agreement with the LTA for the Standard Grant Terms and Conditions. The Council and it's appointed operator/s will be required to adhere to the terms within the LTA funding agreement for the standard obligation period (15 years for court surfacing improvements, 5 years for gate systems), breaching

any terms of the funding agreement could result in the LTA clawing back the grant amount.

9 COMMENTS OF THE GROUP HEAD OF LAW AND GOVERNANCE & MONITORING OFFICER

9.1 There are no direct legal or governance implications associated with this report. A funding agreement will be entered into as described within the report, which will be the subject of review by the Legal Services team.

10 HUMAN RESOURCES IMPACT

10.1 None

11. HEALTH & SAFETY IMPACT

11.1 Health & Safety risks will be considered by the project team and will be managed by the respective contractors during the construction works. All contractors have been procured through a robust LTA led procurement process which has considered appropriate management of H&S.

12. PROPERTY & ESTATES IMPACT

12.1 Tennis Courts will continue to form part of the Greenspace Management Contract and therefore are under lease to Tivoli whilst this contract is in place.

13. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

13.1 The improvement of the parks tennis offer will help to improve the social and well-being of the district, and tackle health inequality by providing a good quality outdoor leisure facilities. Targeted coaching for impairment groups and maximising inclusivity are key outcomes of this project.

14. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

14.1 None

15. CRIME AND DISORDER REDUCTION IMPACT

15.1 None

16. HUMAN RIGHTS IMPACT

- 16.1 The proposed scheme fulfils the freedoms and rights within the Human Rights Act 1998. There are no negative implications in terms of human rights impacts.

17. FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

- 17.1 ClubSpark UK has its own Data Protection/Privacy Policy

CONTACT OFFICER:

Name: Oliver Handson

Job Title: Environmental Services & Strategy Manager

Contact Number: 01903 737955

BACKGROUND DOCUMENTS:

None

Appendix 1 – LTA summary presentation

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PARKS TENNIS

ARUN



LTA PARKS TENNIS INSIGHT

Our insight tells us:

- Park tennis courts are vital in helping open up the sport
- **Over 1.7 million adults** play tennis on a park court every year
- **44%** of people who play tennis each year do so in a park (in comparison 20% played in a club setting)
- 3.4 million children aged 4-15 played tennis over the course of the year **Over a third (35%)** said they had played on a park court
- **Key barriers to participating are finding, booking & accessing a court and finding someone to play with**



What do park tennis players want from their park venue?

SOCIAL PLAY IS THE MOST POPULAR FORMAT IN PARKS WITH THE MAJORITY BEGINNERS AND IMPROVERS, MOST OF WHOM WOULD LIKE TO PLAY MORE IF THEY COULD



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The majority of play on park courts is social (83%) – and park players are more likely others to describe tennis as fun (89%)



The majority of those who play on park courts are beginners (38%) or improvers (33%)

19%

Of park players say that they don't play more due to poor quality courts

16%

ONLY of players are satisfied with the ability and opportunity to book courts and 62% report they are unaware of any local tennis facilities



Other than the weather, places to play (45%) is the main barrier to taking part more often



Nearly three quarters (71%) of park players would be interested in playing more often if they could

ARUN - CURRENT TENNIS PROVISION

Key (number of courts)

Arun DC Operated Parks

- 1 Maltravers Leisure Park (7)
- 2 Blakes Road Sports Site (4)
- 3 Swansea Gardens Tennis (3)
- 4 Norfolk Gardens (3) MT 4

Leisure Centres (non ADC)

- 1 The Arena Sports Centre
- 2 Six Villages Sports Centre

Clubs

- 1 Angmering-on-Sea Lawn Tennis Club
- 2 Arundel Lawn Tennis Club
- 3 Bognor Lawn Tennis Club
- 4 Howard Lawn Tennis Club
- 5 Middleton Sports Club Ltd



PARKS IN ARUN

Venue Name	Responsibility	No of Courts	Proposed Intervention Year	IMD*	Court Quality	Penetration – LTA Demand
Blakes Road	<i>ADC/Tivoli</i>	4	2023	6	<i>Good</i>	<u>645</u>
Maltravers Park	<i>ADC/Tivoli</i>	4 (+3 grass)	2023	3	<i>Good</i>	<u>601</u>
Norfolk Gardens	<i>ADC/Tivoli</i>	3 (+4 mini)	2023	3	<i>Good</i>	<u>589</u>
Swansea Gardens	<i>ADC/Tivoli</i>	3	2023	3	<i>Poor</i>	<u>700</u>

*IMD = Indices of multiple deprivation, with 1 most deprived and 10 least deprived

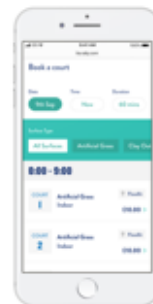


WORKING TOGETHER TO **TRANSFORM** YOUR **PARK** **TENNIS COURTS**

- Online booking tool
- LTA Rally booking platform
- Gate access systems
- Programmes and activities
- Local operators
- Capital investment programme



Projects delivered through LTA
PROCUREMENT framework



All venues connected to LTA
Play - online booking for courts
and activities



Established
operating model –
Courts & activities

EXPECTATIONS WITHIN LA AGREEMENT



Sustainability
plan in place



Free weekly offer to engage
communities and to support
local priorities.

Recreational
Competitive offer

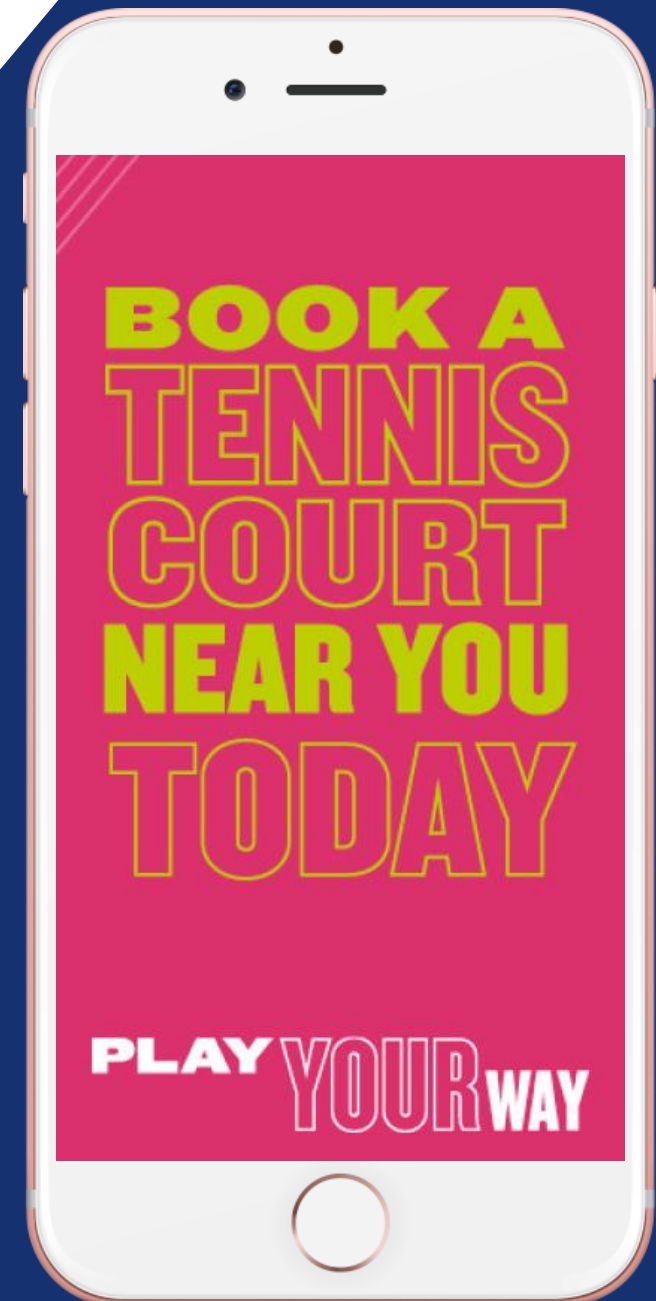
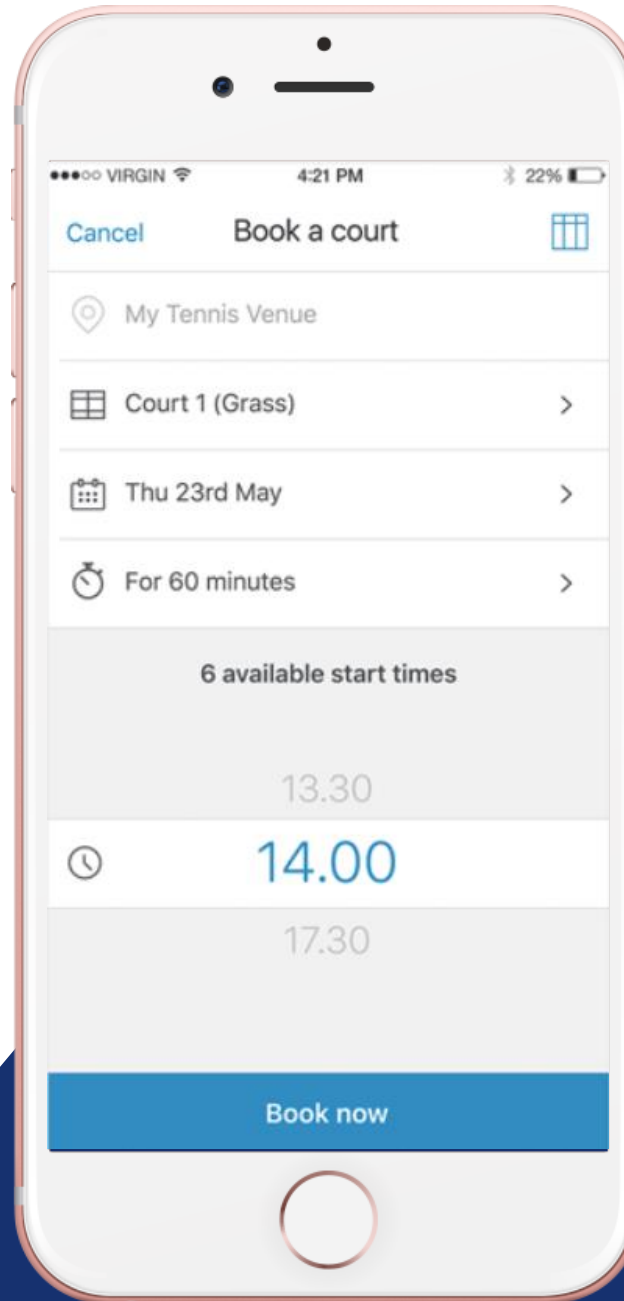


PROPOSED INTERVENTION PLAN SUMMARY

Arun Parks Tennis Proposed Intervention Plan Summary				
Site(s)	Proposed Intervention	Indicative Costs	ADC / Tivoli	LTA
Blakes Road Maltravers Park Norfolk Gardens	ClubSpark and LTA Play (online booking) X1 gate access system per site	£12,000		✓
Swansea Gardens	3 x tennis court resurface and repaint 3 x new nets, posts and sockets ClubSpark and LTA Play (online booking) X1 gate access system	£42,000		✓

WHY ONLINE BOOKING

- More than 60% of people don't know how to access a park court and where their nearest courts are
- Park players want to easily find and access a court at a time they are free and know the facility will be available for them



WHY GATE ACCESS SYSTEMS

Provides the best customer journey to court and proven to facilitate the greatest participation growth through removing the fear of:

- Courts not being available on arrival, wasting time queuing or not getting to play
- Having to challenge people to leave a court
- Being challenged to leave a court
- Not knowing whether user should be paying for a court or not



TENNIS CAN BE FREE , AFFORDABLE AND SUSTAINABLE TO MEET LOCAL AUTHORITY NEEDS

- Gate Access enables a LA to set a pricing policy that is flexible, creating free and affordable sessions to target audiences with an appropriate offer, whether through a court booking, household passes or activity booking.
- Ensures those accessing free courts/activities can have the same customer journey to court as any customer
- Ensures specific audiences are provided with the right charging options.
- Placing a value on a court means every court is made available ensuring maximum capacity
- Limits courts being booked and not used



SE LOCAL AUTHORITY PARKS TENNIS - BENCHMARKING

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LA	Annual season ticket	P&P rate (per hour)	Coaching operation (organised activity)	Free/Concession Access	Website
Woking	£39	£8.00	Outsourced to local club	N/A	https://clubspark.lta.org.uk/tennisinwoking
Surrey Heath	£39	£5.75	Outsourced to national coaching provider (NTA)	Free coaching pass	https://clubspark.lta.org.uk/TennisinSurreyHeath
Elmbridge	£36	£5	Outsourced to multiple local coaching providers	Free concession season ticket & Free weekly coaching	https://clubspark.lta.org.uk/TennisInElmbridge
Horsham	£49	£6.50	Outsourced to local club	Free concession season ticket & Free weekly coaching	https://horshamparktennis.com/
Adur & Worthing	£55	£8.20	Outsourced to local club	Free concession season ticket	https://clubspark.lta.org.uk/HomefieldPark
Eastbourne	£40	£5.50-£7.50	Outsourced to local coaching provider	Free court time and free weekly coaching	Old Town Hub CIC / Home (lta.org.uk)
Swanley	£40	£5	Outsourced to local coaching provider	Free weekly coaching	Swanley Community Tennis / Home (lta.org.uk)
Dover	£50	£6		N/A	Victoria Park in DEAL LTA Rally

Regional Averages

P&P = £6.35

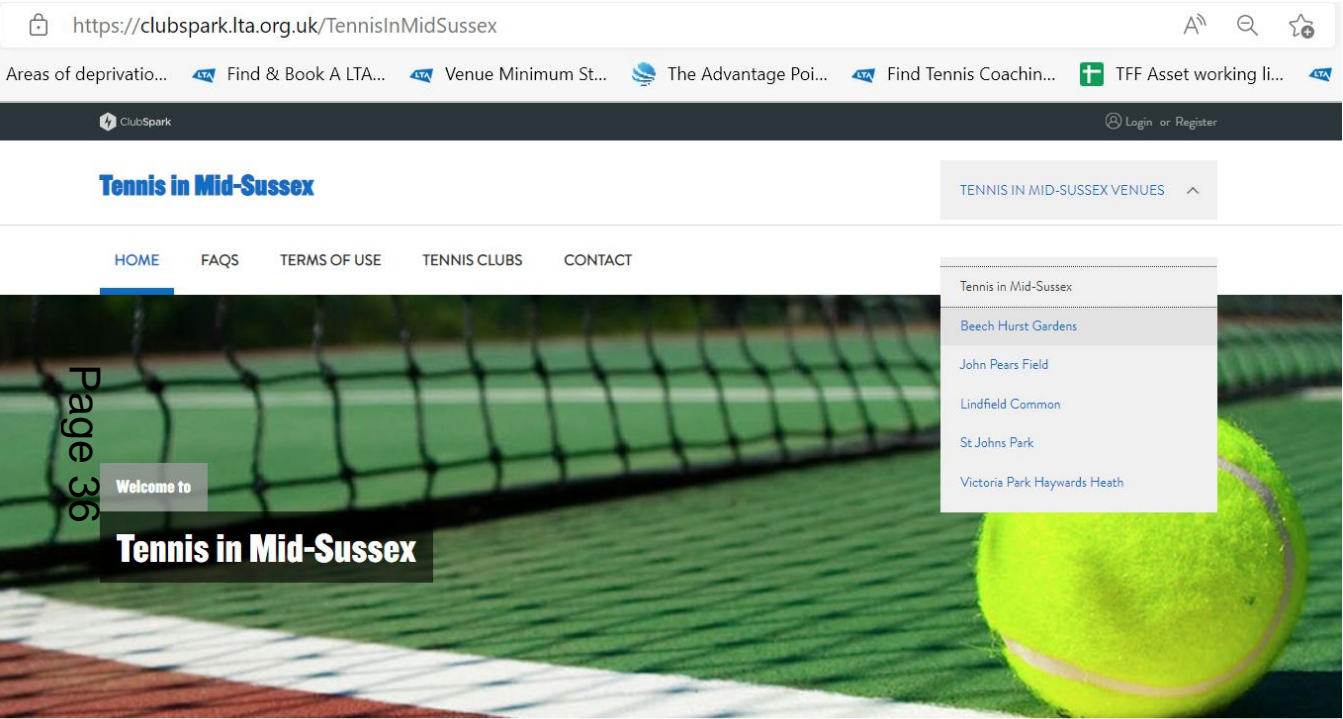
Season Ticket = £44

COURT PRICING PROPOSAL 2023/24

		Hour					
Tennis (Hard and Grass)	Junior Turn Up & Play U/16 (1hr)	£5.25					
Tennis (Hard and Grass)	½ hr	£3.75					
Tennis (Hard and Grass)	1hr	£7.50					
Tennis Membership	Blakes and Swansea Gdns Only	£49 p/y	max 2 bookings of 2hours per week				
Household Tennis Membership	All Sites - Free for eligible households	£0.00	max 2 bookings of 2hours per week				
Tennis (Hard and Grass)	Twilight 1hr Tennis	£3.75	Approx 1 hour before sunset - All sites				
Tennis (Hard and Grass)	Winter (1 Nov - 28 Feb) 1hr booking	£5.00					
Tennis Coaching	1 hour Free per/ week alt between Blakes Rd or Maltravers	£0.00					
Tennis Loyalty	6 games for the price of 5	£37.50					

- Pay and Play fees consistent with 2022/23 prices
- Free access pass to be offered to targeted low income households (exact targeted approach TBC)
- Season ticket to be offered at £49 per year for Bognor Regis sites to drive increase in usage and provide more affordable option for regular play
- One hour of free coaching activity to take place each week

EXAMPLE CLUBSPARK BOOKING SYSTEM – E.G. PARKS TENNIS IN ARUN



Introduction

Welcome to our new tennis booking platform for Mid Sussex District Council parks courts.

Mid Sussex Council operates 5 parks tennis venues across the district, each hosted

Where to play

Here are the Tennis in Mid-Sussex venues where you can play. Choose a venue to visit...

Beech Hurst Gardens

Beech Hurst Gardens, Butlers Green Road, Haywards Heath, West Sussex, RH16 4BB

John Pears Field

Wall Hill Road, Ashurst Road, East Grinstead, RH19 3TQ

Lindfield Common

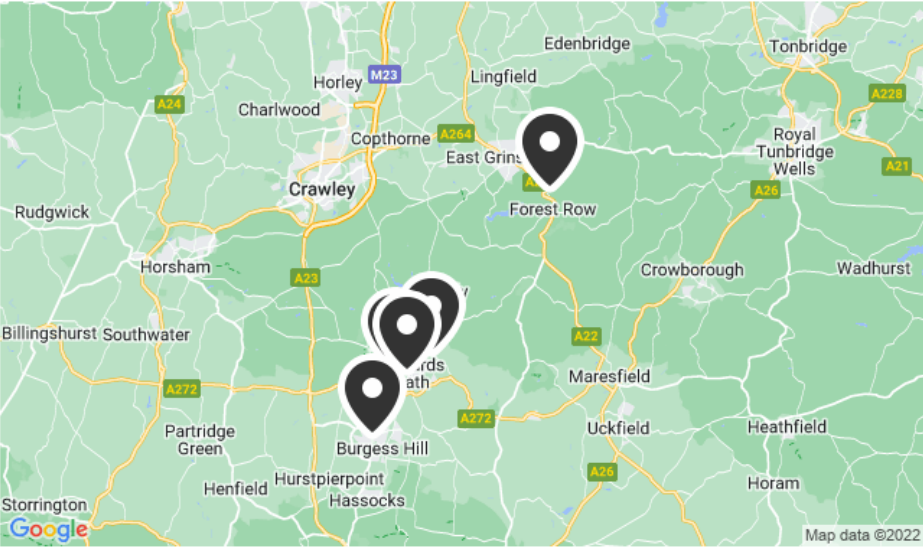
Lindfield Common, Backwoods Lane, Linfield, RH16 2EG

St Johns Park

St Johns Park, London Road, Burgess Hill, RH15 8HQ

Victoria Park Haywards Heath

Victoria Park, South Road, Haywards Heath, RH16 4LR



LTA VENUE REGISTRATION REQUIREMENTS – SAFEGUARDING STANDARDS

What do we need to have in place?

To be eligible for LTA registration, venues must meet the following standards:

Standard 1: Safeguarding Policies

Have a set of clear safeguarding policies that have been implemented within the venue

Standard 2: Safeguarding Awareness

Ensure that there is strong awareness within the venue of safeguarding, the requisite policies and how to report a concern

Standard 3: Safeguarding Culture

Have a Welfare Officer who has undergone the necessary training, is engaged in their role and collaborating with others in the venue to embed a positive safeguarding culture.

Standard 4: Staff, Coaches and Volunteers

Ensure that relevant roles within the venue have completed a satisfactory criminal records check and that any coaches qualified to Level 2 or above are LTA Accredited or Accredited+

Standard 5: Procedure

Ensure that safeguarding is embedded into the venue's operations and safeguarding risks are considered when running activities and events



PLAYING OPPORTUNITIES

We have a wide range of programmes to cater for all ages and abilities, which can provide fantastic playing opportunities for the local community;

- LTA Youth Start
- Cardio Tennis
- Walking Tennis
- Local Tennis Leagues
- Open Court Disability Tennis
- Tennis For Free




YOUR INTRO TO TENNIS

Six group coaching sessions for 4-11 year olds including a racket, t-shirt and more for only **£29.99** (+£5 P&P)

Sign up now lta.org.uk/youth/start

LOCAL TENNIS LEAGUES

RECREATIONAL COMPETITION OPPORTUNITIES FOR PARK TENNIS PLAYERS



[Tennis](#)[Padel](#)[About](#)[WTN](#)[Rules & Regs](#)[Shop](#)[Blog](#)

[Contact Us](#)[Log In](#)[Create a Profile](#)

[OVERVIEW](#)[HOW IT WORKS](#)[COURTS + BOOKING](#)[SINGLES RESULTS](#)

Friendly, competitive tennis on Adur & Worthing's public courts

Local Tennis Leagues is for anyone, no matter your tennis experience. Play YOUR way.

Join thousands of players in hundreds of Leagues across the UK. Whatever your standard, we'll find you great matches!

Local Tennis Leagues is a place for friendly tennis, where you can meet like-minded people and make new friends.

Join us now!



KEEN TO JOIN?


From the dates above, choose your Round and click on the **Join By** link. If the Round is currently running, and it's before the mid-point, you can sign up as a late joiner [here](#). Otherwise, check back soon for info about the next Round.

JOIN NOW!

FREE TENNIS BALLS

Every player who plays 3 matches by the mid-point of any Round can


MARKETING AND COMMS EXAMPLES



HOW TO BOOK A TENNIS COURT


If you are not a member/season ticket holder at this venue, please follow the steps below:

1




VISIT [LTA.ORG.UK/RALLY](https://lta.org.uk/rally)

2




SEARCH FOR A COURT NEAR YOU

3




SELECT THE COURT, DATE AND TIME

4




RECEIVE YOUR GATE ACCESS CODE

5



ACCESS THE COURTS


6




ENJOY YOUR TENNIS

Members/season ticket holders please book via your usual method.

www.lta.org.uk/rally






FIND Your court

Use LTA Rally to book a court or group lessons, play a match or find free tennis events.

You can search, book and pay in a few easy clicks—meaning there's no need to phone or wait around for a court to become free. Keep track of your bookings and get all the info you need to plan your visit.


lta.org.uk/rally




GIVE TENNIS A GO

Join us on: **01/05/2023**
at: **Maltravers Park**

Book your free place at:
lta.org.uk/tennisweekends





PARKS TENNIS CASE STUDIES

Below are three examples of other Local Authorities across the London & South East region who have been through the journey of developing courts, introducing online booking and gate access to achieve financial sustainability and an increase in tennis participation

LA MANAGE COURTS & CLUB DELIVER COACHING

HOMEFIELD PARK, WORTHING

- Large community park in town centre, with very limited parking
- Courts previously derelict and unused
- Launched ClubSpark and Gate Access on 6 courts in 2019
- Annual Family pass at **£45 per household per year**
- Pay and Play at **£8 per hour**
- Concession Offer - Free court time offered during the week
- Coaching sessions - range of junior and adult sessions delivered by coaching partner West Worthing Club

Annual Family Passes

- 643 packages sold = **795 active members (c£30k)**
- **1887 unique users**

Court bookings (1 April – 31 Dec 2021)

- 8,098 individual bookings = **8,463 court hours booked**
- **496 P&P Court hours booked (c£4,000 per annum)**
- Court utilisation = 42%

https://clubspark.lta.org.uk/HomefieldPark/Booking/BookByDate#?date=2022-02-26&role=guest

areas of deprivation... Find & Book A LTA... Venue Minimum St... The Advantage Poi... Find Tennis Coachin... TFF Asset working li...

	Court 1	Court 2	Court 3	Court 4	Court 5	Court 6	
09:00	£8.00	09:00 - 10:00 Booked	£8.00	£8.00	09:00 - 10:00 Booked	£8.00	09:00
10:00	£8.00	10:00 - 11:00 Booked	£8.00	10:00 - 11:00 Booked	10:00 - 11:00 Booked	£8.00	10:00
11:00	11:00 - 12:00 Booked	£8.00	Book at 11:00 - 12:00	11:00 - 12:00 Booked	11:00 - 12:00 Booked	£8.00	11:00
12:00			£8.00	£8.00	£8.00	£8.00	12:00
13:00	12:30 - 13:30 Booked	12:30 - 13:30 Booked		£8.00	£8.00	£8.00	13:00
14:00	14:00 - 15:00 Booked	£8.00	14:00 - 15:00 Booked	£8.00	14:00 - 15:00 Booked	£8.00	14:00

ClubSpark Matt Glazier

Homefield Park

TENNIS IN ADUR & WORTHING VENUES

HOME TENNIS COACHING ANNUAL PASS COURT BOOKING LOCAL LEAGUE CONTACT



Welcome to Homefield Park Tennis

The courts have now reopened and we advise players to still follow the latest



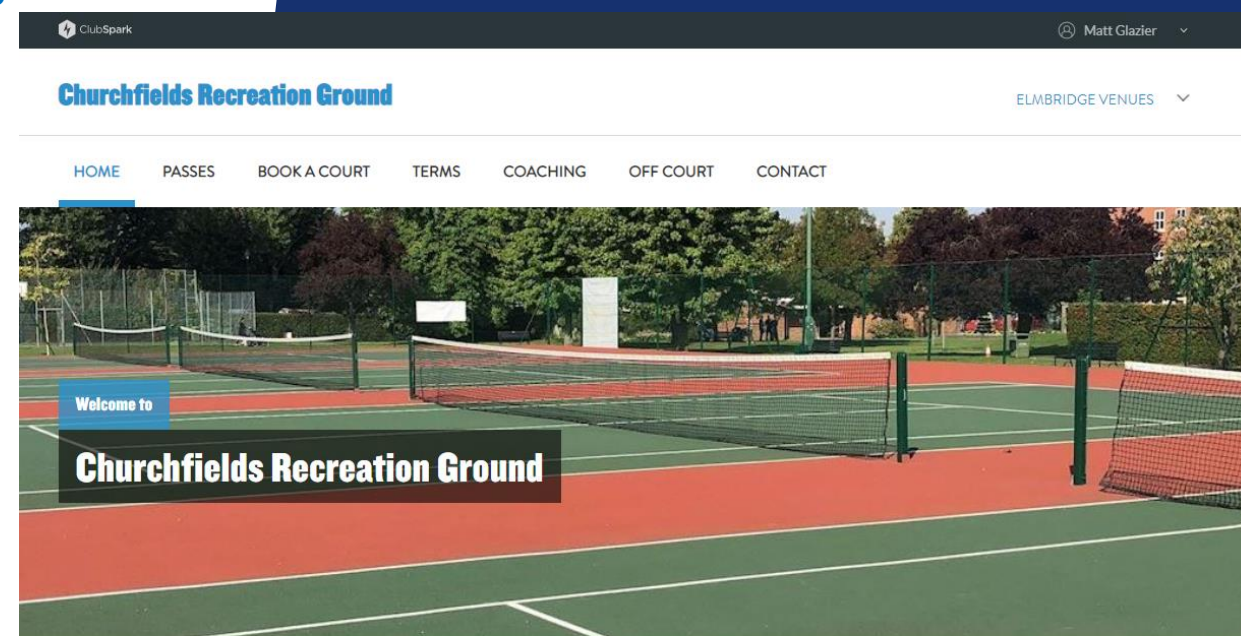
IN HOUSE MODEL & COACHING PROVIDERS DELIVER COACHING

TENNIS IN ELMBRIDGE PARKS

- 11 park sites, with 31 tennis courts
- Moved from **free** usage to **paid/free hybrid** model in 2021
- Annual Family pass at £36 (free access across all 11 sites)
- Pay and Play at £5 per hour
- **Targeted free season tickets** offered to all residents via Council's Rev's & Ben's team
- Coaching offered at 8 sites, all providers offer min **1 hour free coaching** per week

Annual Family Passes

- 1,350 packages sold = 3,400 active members (c£50k)
- 15,030 unique users and contacts
- Income allowed LA to invest in rolling court improvement plan



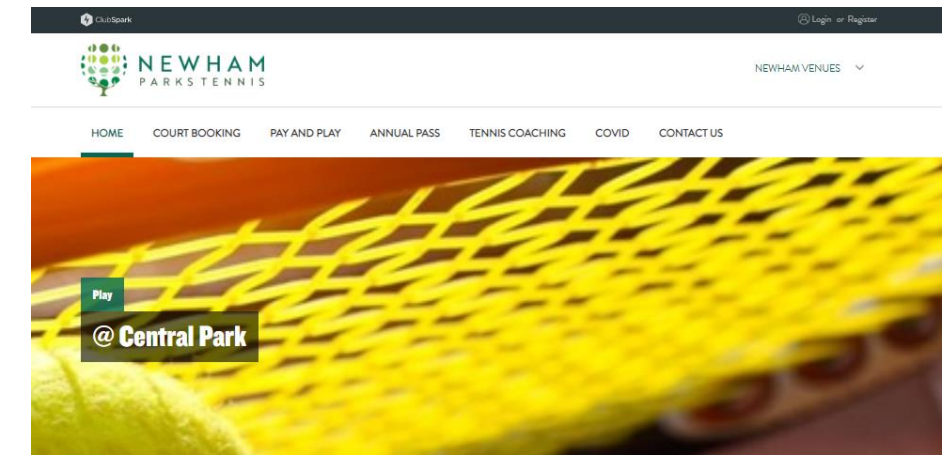
TENNIS OPERATOR (NATIONAL)

LONDON BOROUGH OF NEWHAM

NTA (Cost Neutral + Profit Share)

- Operate 4 parks on behalf of LA (15 courts)
 - Annual Fee (sinking fund of £1,200 per court per year) paid to the council
 - 10% net profit contribution from all revenue streams
 - Operator responsible for posts/nets, gate access contract and eyes/ears
 - LA responsible for ongoing maintenance and capital projects
 - Open book and work towards joint KPI's
 - Season Ticket £30 p/a - P&P (£5 - £7 p/h)
-
- Season Ticket income = £15,000
 - P&P income = £21,000
 - Coaching income = £45,000

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Get Playing!

Welcome to the Newham Parks Tennis Website looking after tennis in Central, Lyle and Stratford Park also Gooseley Playing Fields.

We are an LTA affiliated club and a Tennismark + accredited place to play working in partnership with Newham Borough Council and the Lawn Tennis Association.

We aim to make tennis easily accessible with low charges, professional organisation and engaging activities for the local community.

Our focus is to promote tennis throughout the year for all age groups, both adults and children, through social play, internal competition, matches and to offer professional coaching to any members who want to improve their standard of play.

You are able to take out an Annual Pass to all our parks which allows you to play when you want for no extra charge.



REPORT TO:	Environment Committee - 27 February 2023
SUBJECT:	Beach Access for All, Bognor Regis – Bognor Regis Beach Access Working Party
LEAD OFFICER:	Joe Russell-Wells, Group Head of Environment and Climate Change
LEAD MEMBER:	Cllr David Edwards
WARDS:	Felpham West, Hotham, Marine
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: Council Vision aims <ul style="list-style-type: none"> • Promote and support a multi-agency response to tackle the causes of health inequality in Arun's areas of greatest deprivation. • Champion leisure, culture and the Arts in Arun and encourage our community to embrace healthy and active lifestyles. • Work with partners to provide advice, support and activities that promote community wellbeing where it will have the greatest impact. • Encourage the development of the district as a key tourist destination, supporting and enabling improvements and activities to increase visitor spend. • Make best use of our natural assets to help drive the economy. 	
DIRECTORATE POLICY CONTEXT: Response to Environment Committee request to facilitate Beach Access Working Party for Bognor Regis	
FINANCIAL SUMMARY: No funding was set aside for this project. The work of the consultant was funded from the vacancy following the retirement of the Engineering Services Manager.	

1. PURPOSE OF REPORT

- 1.1. This report seeks approval for the recommendations from the work of the Bognor Regis Beach Action Working Party (BRBAWP). The report summarises the activities of the Working Party and presents recommendations and next steps in improving beach access for all at Bognor Regis.
- 1.2. Similar principles of the outcome of this work can be applied to access to all Arun's beaches.

2. RECOMMENDATIONS

The Committee is requested to:

- 2.1 Receive this report and the Minutes of the Bognor Regis Beach Access Working Party 06 February 2023, and note the course of action as set out under Item 4.6 of this report with the objective of improving access for all to the beach at Bognor Regis.

3. EXECUTIVE SUMMARY

- 3.1. Following the Environment Committee setting up the Bognor Regis Beach Access Working Party (BRBAWP) the report summarises the Working Party activities. It presents recommendations from the Bognor Regis Beach Access Working Party to the Environment Committee and next steps for providing practical achievable steps in improving access for all to the beach.
- 3.2. Similar principles of the outcome of this piece of work can be applied to improve access to all of Arun's beaches.
- 3.3. The Committee is asked to approve the recommendations.

4. DETAIL

4.1. Background

Many people who would like to access the beach at Bognor Regis, either to be close to the sea or to be able to access to swim, are unable to due to the challenges of the nature of the beach and the existing access limitations.

Work has previously taken place to review options to provide access. A report taken to the Environment Committee in Sept 2021 proposed 3 options reduced from 8 which had been taken to the council's Cabinet in November 2020. As a result, Members decided to appoint a Working Party with 'task and finish' format and terms of reference in a report to the Environment Committee November 2021.

The Terms of Reference of the Bognor Regis Beach Access Working Party included:

- (a) To consider the issues surrounding the provision of an access to the beach for all in Bognor Regis and to examine the options available for such an access
- (b) To determine what part of the beach to improve access to (waterline or shingle etc) and to consider options for geographic location

4.2. Bognor Regis Beach Action Working Party

4.3. The work plan of the working party included a series of meetings as set out below:

- **Meeting 1** – 9 May 2022

Agreed the terms of reference, scope, meeting dates and work programme.

- **Meeting 2** – 6 July 2022

Received in person evidence from presentations to the working party

- **Meeting 3** – 16 January 2023

Reviewed evidence and summary of the work to date including a presentation providing direction and recommendations for inclusion within a final report.

- **Meeting 4** – 6 February 2023

Presentation of final report for approval by the working party to be recommended to Environment Committee.

This report represents the summary outcomes and recommendations of the Working Party following the above meetings and sets out a course of action and the next steps to improving access for all to the beach. Links to further works and background documents can be found below.

4.4. Coastal Partners

Following the retirement of the Engineering Services Manager Coastal Partners were appointed to review the information collected by the Working Party.

Coastal Partners are a team of engineers, surveyors, project managers, environment and finance experts who centrally deliver a comprehensive coastal management service which manages the coastal flood and erosion risk across 246km of coastline of 5 neighbouring local authority areas to the west of the Arun area.

The Partnership have experience of '*beach access for all*' from other work they have been involved in across various coastlines and projects. They confirm that the access work Arun is seeking to achieve is similar to other local authorities.

The work Coastal Partners were commissioned to carry out included a review of the work of the Working Party to date which included the presentation of information at Meeting 2, together with other initiatives, and the results of the 'call for evidence' survey carried out in June 2022. From the information presented, and drawing on their own research and experience, they were tasked to present achievable recommendations for the future.

4.5. Working Party Meeting 3 - presentation

The work carried out by Coastal Partners was presented to members of the working party at Meeting 3. This can be seen at **Appendix 1**.

The presentation made reference to the challenges associated with access at Bognor Regis beaches, it reviewed the survey undertaken and identified where additional more specific information concerning users would be beneficial. It also referred to equalities compliance with a review of the latest guidance for access to the countryside and open space sites with the aim of providing practical support for improving accessibility.

The options review included a range of proposals made to the working party from the large to the small scale. It assessed these and other possible solutions against a R (red) A (amber) G (green) rating for capital and operational & maintenance cost.

Following the presentation, Members of the Working Party took the opportunity to seek clarification and have discussion regarding the presentation and the emerging recommendations.

In addition, a brief review of the work at Brighton and Hove Council in delivering beach access was given by the Senior Coastal Engineer. This work was also as the result of a working party set up to provide access to the beach. It had resulted in delivering several small actions to help as many people as possible access the beach.

The discussion of the working party can be seen at the minutes to Meeting 3.

4.6. Course of Action

The following emerging recommendations presented to the working party gained support following the discussion.

1	Establish and engage with a user / stakeholder group for ongoing dialogue.
2	Apply the latest national guidance for equality of access to the natural environment.
3	Establish a vision statement and clear project critical success factors / objectives such as <i>what does success look like?</i>
4	Review seafront amenities and access in conjunction with the solution, such as disabled parking, toilet and changing facilities.
5	Utilise existing assets where possible coupled with a combination of smaller interventions for 'least restrictive access'.

With the establishment of the above overall recommendations the following more specific short to long-term objectives are proposed. These are shown in chronological order and will follow on from the previous step.

The **short-term** steps:

1. Undertake project specific inspections and surveys of existing structures / ramps suitable for possible improvement / repurposing and clearance of shingle.
2. Following the asset survey identified above, clear selected ramps of shingle improving access for all and maintain the cleared surface for the summer season from 2023. Assess the ongoing cost of the clearance work for future budgeting purposes.
3. Seek feedback from, and visits to, working examples of good practice. This will include further research into the use of beach wheelchair buggies and accessible facilities, such as those offered by Brighton and Hove Council, and determine how these could be introduced at Bognor Regis.
4. Review potential funding sources to inform budget/match-funding requirements.

In addition to the short-term steps the following **medium-term** and **long-term** steps are proposed:

1. Monitor the use of existing ramps over the 2023 summer season. Monitoring to be carried out through the Foreshore team in collaboration with user / stakeholder groups.
2. Consider the delivery of additional matting and decking solutions in suitable locations. This to follow user / stakeholder engagement where request have been made.
3. Following the survey of existing structures / ramps establish a project to review adaptation / repurposing of an existing ramp. In addition, include the implementation of any amenity modifications, such as disabled parking bays.
4. As part of the above work undertake a Royal National Lifeboat Institution (RNLI) / Royal Society for the Prevention of Accidents (RoSPA) safety audit on modified assets if required.
5. Identify funding sources for specific projects, whether capital projects or smaller scale, and draft supporting business case/s.
6. Undertake a capital project proposal, such as repurposing an existing ramp, to deliver a beach access project.

7. If funding proposals are successful, implement capital project/s, and undertake an ongoing monitoring plan.

4.7. Next steps

The Working Party has established that the Council is not alone in its objective to improve access for all to beaches. From the evidence presented there are several authorities who are working towards improvements. In addition, it is also clear that there is increasing demand for access to the beach.

Were the Committee to approve the recommendations, work towards implementing these, together with the short-, medium- and long-term objectives, would be commenced.

The work to improve access will be ongoing, the delivery of several small actions to help as many people as possible access the beach will begin to make a difference. There will be further examples to draw on including continuing to work with organisations such as Coastal Partners and their access projects. In addition, the work can be applied to other Arun beaches along the coast.

It is envisaged that a further report will be returned to the Environment Committee together with any further recommendations and request for approval.

5. CONSULTATION

- 5.1. Call for evidence survey June 2022. No further consultation at this stage.

6. OPTIONS / ALTERNATIVES CONSIDERED

- 6.1. To approve the recommendations
- 6.2. Not to approve the recommendation and delay progress in enabling access to the beaches at Bognor Regis.

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

- 7.1 The current work identified in the report is met within existing resources and has no budget implications in the current year. Any future budget bids will be considered through virement or as part of the annual budget bidding process if revenue; or as part of the capital programme, which will be assessed for affordability as part of the budget process.

8. RISK ASSESSMENT CONSIDERATIONS

- 8.1. A risk assessment has not been produced at this stage of the project.

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

- 9.1. The recommendations are in accordance with the terms of reference and there are no additional legal implications.

10.HUMAN RESOURCES IMPACT

- 10.1. None at present

11.HEALTH & SAFETY IMPACT

- 11.1. With the implementation of any project full assessment will take place with the overall objective of making improvement.

12.PROPERTY & ESTATES IMPACT

- 12.1. Comments have not been obtained for this Working Party report.

13.EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

- 13.1. The overall objectives of the Working Party is to improve the equalities opportunities and social value as a result of the implementation of the recommendations

14.CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

- 14.1. This has not been produced at this stage of the project.

15.CRIME AND DISORDER REDUCTION IMPACT

- 15.1. This has not been produced at this stage of the project.

16.HUMAN RIGHTS IMPACT

- 16.1. It is not anticipated there will be any impact.

17.FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

- 17.1. Sensitive data will be handled in accordance with the GDPR.

CONTACT OFFICER:

Name: Joe Russell-Wells

Job Title: Group Head of Environment and Climate Change

Contact Number:01903 737914

BACKGROUND DOCUMENTS:**Beach Access – Bognor Regis**

16 November 2020 - Cabinet

[\(Public Pack\)Agenda Document for Cabinet, 16/11/2020 17:00 \(arun.gov.uk\)](#)

Bognor Regis Beach Access Options Appraisal

23 September 2021 - Environment Committee

[*\(Public Pack\)Agenda Document for Environment and Neighbourhood Services Committee, 23/09/2021 18:00 \(arun.gov.uk\)](#)

Bognor Regis Beach Action Working Party

17 November 2021 – Environment Committee

[\(Public Pack\)Agenda Document for Environment and Neighbourhood Services Committee, 17/11/2021 18:00 \(arun.gov.uk\)](#)

[BRBAWP 09 May 2022 - Minutes](#)

[BRBAWP 06 July 2022 – Minutes](#)

[BRBAWP 16 January 2023 – Minutes](#)

[Report to BRBAWP 09 May 2022 - Working Party Terms of Reference, Scope, Meeting Dates and Work Programme](#)

[Report to BRBAWP 06 July 2022 - Analysis of the results from the Call for Evidence Questionnaire](#)

[Report to BRBAWP 06 July 2022 – Analysis of the results from the Call for Evidence Questionnaire – Appendix 1 - Submitted free text fields](#)

[Report to BRBAWP 16 January 2023 - Beach Access for All, Bognor Regis – An Introduction to the Presentation Due on 16 January 2023](#)

[Bognor Regis Beach Access Summary Brief for Consultant - 16 January 2023](#)

[Report to BRBAWP 06 February 2023 – Beach Access for All](#)

Presentation delivered by Coastal Partners at the Beach Access Working Party on 16 January 2023 – attached as Appendix 1

BRBAWP 06 February 2023 – Minutes – Attached as Appendix 2



Coastal Partners

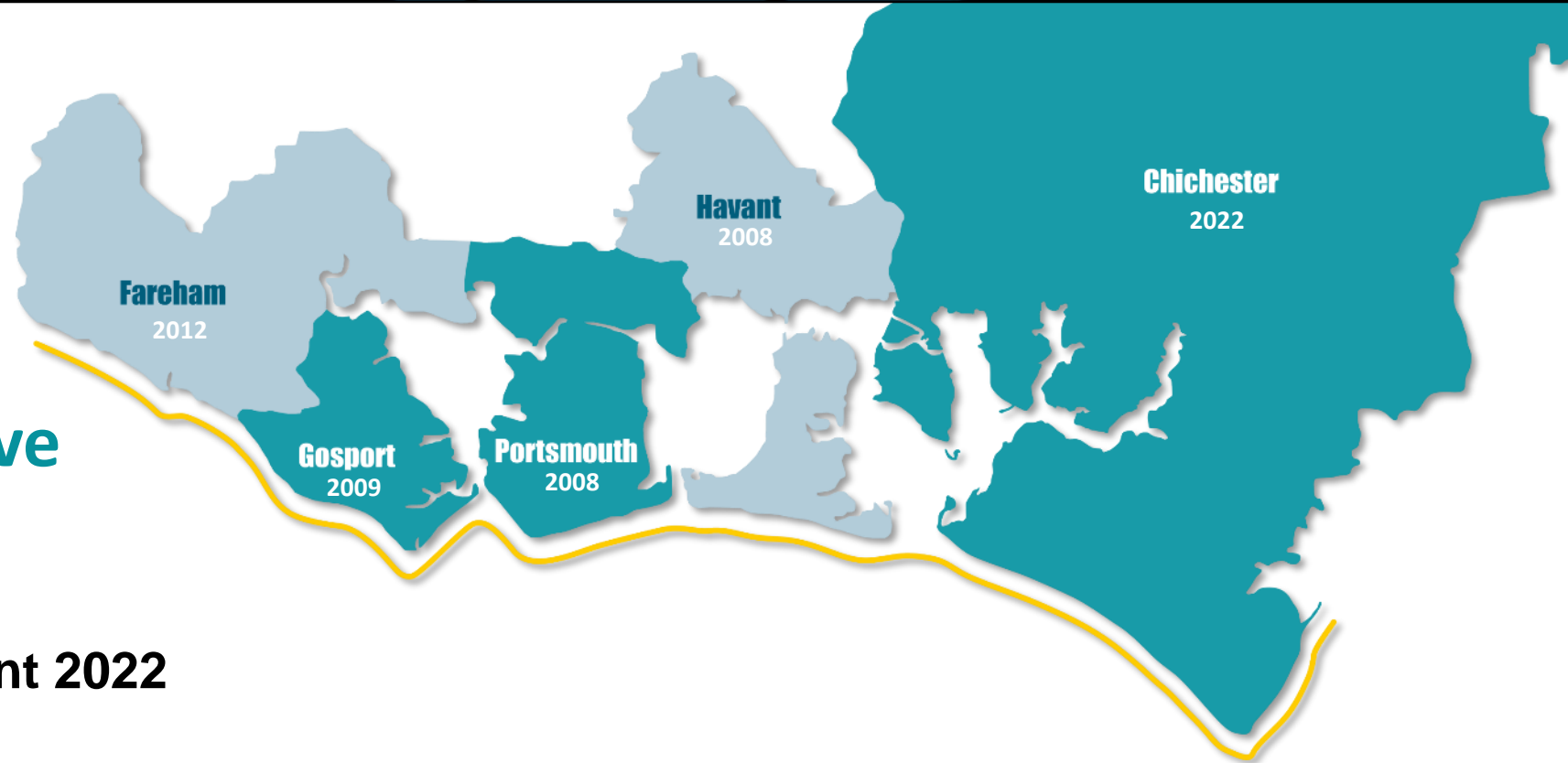
Beach access for all, Bognor Regis

Working Group
16th January 2023

Partnership Working



Shared Coastal Management Across Five Local Authorities



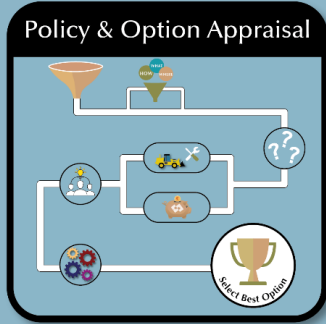
Coastal Partnership Agreement 2022

An agreement under **Section 113 of Local Gov Act 1972**

For the employment by the Councils of a shared Flood and Erosion Risk Management Service (known as Coastal Partners). Providing power to place staff at the disposal of other Local Authorities

Team Structure

Place Shaping

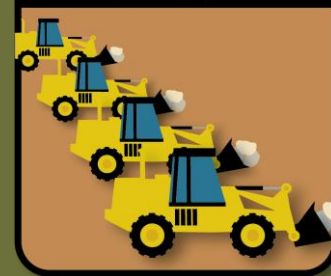


Place Making

Protecting Lives & Property

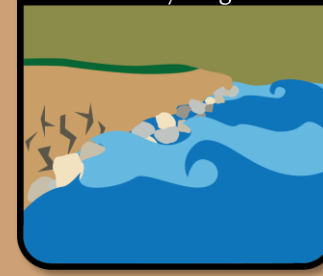


Capital Projects



Place Keeping

Asset Management & Recycling



Survey & Cutting Edge Technology



Agenda



1. Context

1.1 The Brief

1.2 Timeline / Background

1.3 Study Area

2. Challenges

3. Review and Findings

3.1 Call for Evidence

3.2 Equalities Compliance

3.3 Options Review

4. Recommendations

5. Next Steps

1. Carry out a review of information relating to the access for all to the beach at Bognor Regis:

- Reports presented to the Environment Committee and Working Party.
- Information provided by members and presented to the Working Party 6 July 2022.
- Survey results of the 'Call for Evidence' from a public questionnaire.

2. Provide draft recommendations for a way forward.

The Brief



Coastal Partners are in the process of reviewing access solutions for other projects and locations in conjunction with our delivery partners:

- **Portsmouth City Council and the Environment Agency**
 - **Southsea Coastal Scheme**
- **Avant Borough Council - Hayling Island**
- **Chichester District Council - West Wittering**
- **Portsmouth University**
- **Coastal Partnership East**



Timeline / Background



There have been calls for better access to the lower foreshore for all, including those 'people with health conditions or impairments'

- **16 NOVEMBER 2020 - Options presented to achieve access to the beach for those with limited mobility.**



- **AUGUST 2021 - 8 presented options short-listed to three.**



- **OCTOBER 2021 – Establishment of Bognor Regis Beach Access Working Party.**



- **Working party - Meeting 1 – 9th May 2022**



- **Working party – Meeting 2 – 6th July 2022**



- Agrees not to pursue Options 1, 2, 3, 6 or 8; and
- Endorses further investigation and viability of Options 4, 5 and 7 as a means of improving access to the lower beach.



- Recommended Option 4A identified as the preferred option.



- Agreed the terms of reference, scope, meeting dates and work



- Received in person evidence from presentations to the Working Party

Study Area

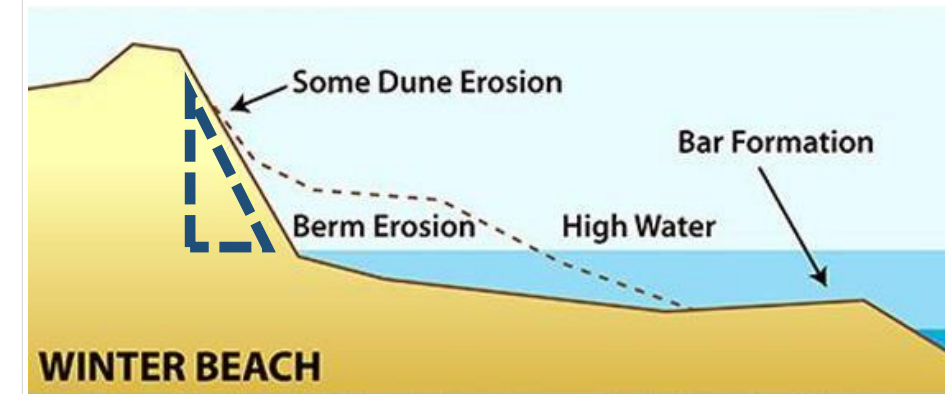
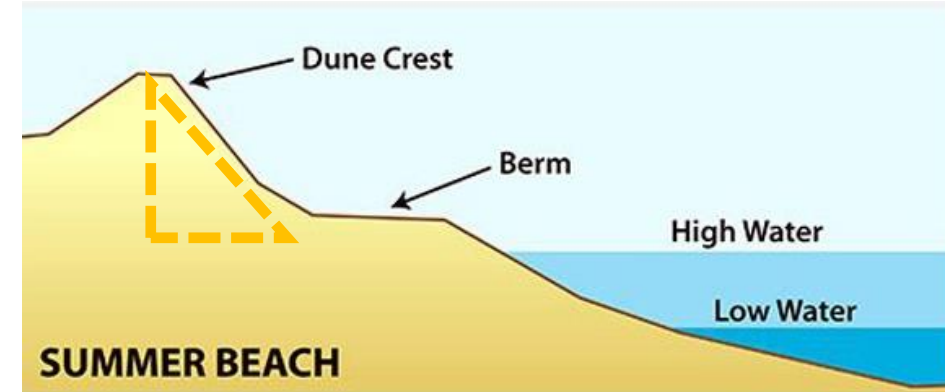


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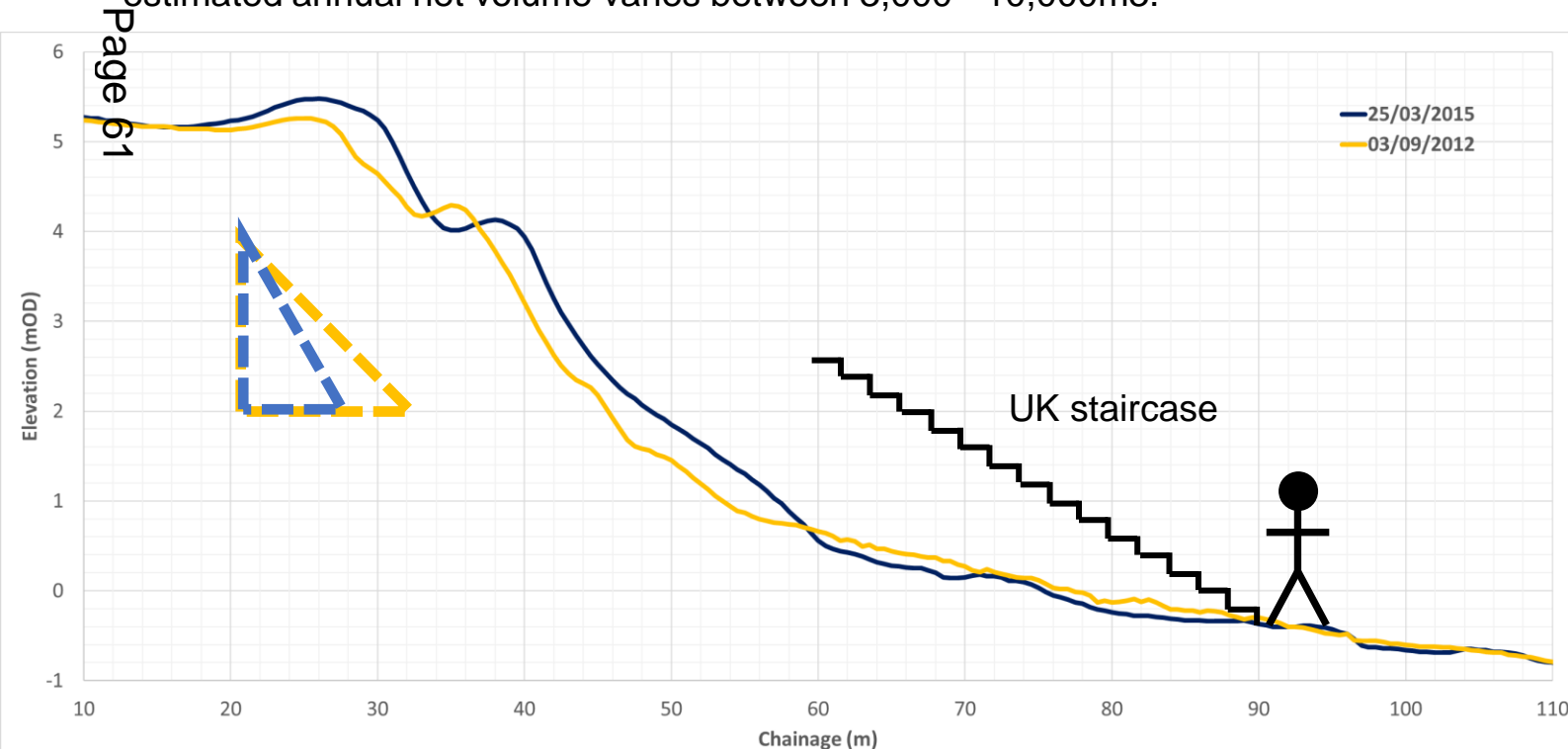
Challenges

- The beach is a natural shingle / sand mix.
- The natural angle of repose of shingle (beach slope) is around **1 in 9** and varies from summer to winter.
- Up to 7m difference in height between the upper and lower beach.
- Shingle is extremely mobile under the influence of waves, tides and currents - estimated annual net volume varies between 3,000 - 10,000m³.



(Ref: www.friendsofisp.org, December 2022)

Beach profile opposite the Regis Centre



Challenges

- Tidal range of ~6m
- Wave heights of ~4m



Review and Findings



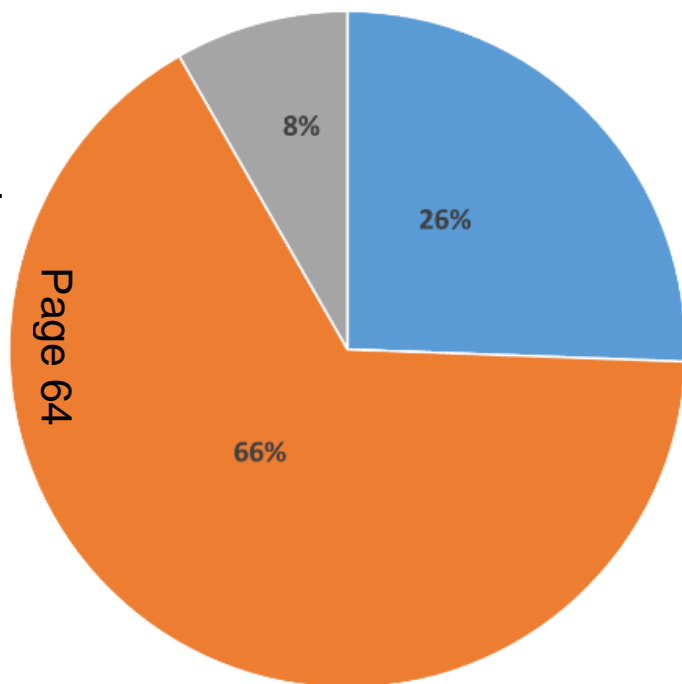
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The review findings focus on the following topics:

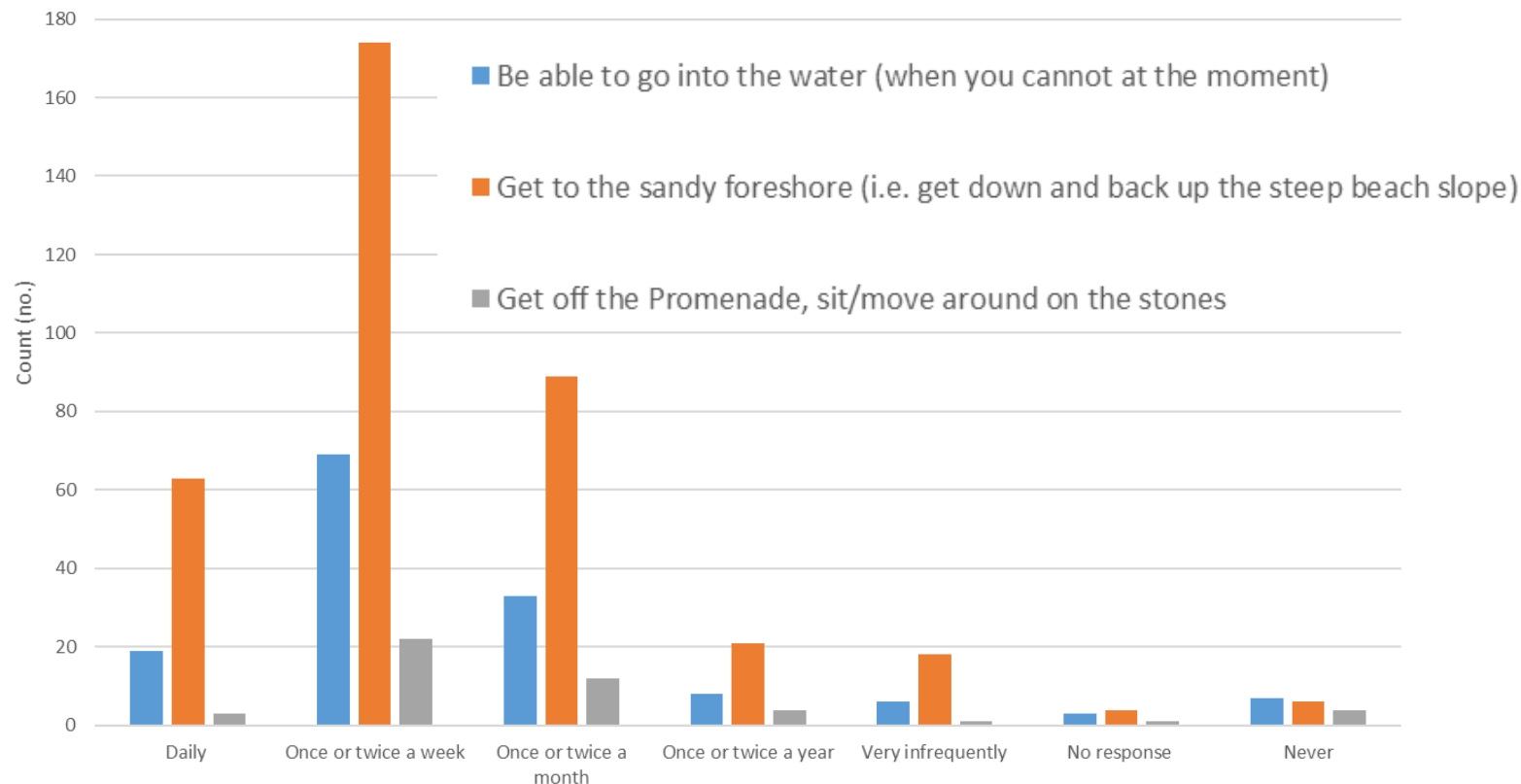
- Call for Evidence – Information collected through a public questionnaire completed in June 2022.
- Equalities Compliance – Latest guidance and design standards.
- Options Review – Assessment of beach access options for Bognor Regis.

Call for Evidence

'Call for Evidence' from a public questionnaire:



- Be able to go into the water (when you cannot at the moment)
- Get to the sandy foreshore (i.e. get down and back up the steep beach slope)
- Get off the Promenade, sit/move around on the stones



- Data collected does not provide a clear demographic of the users and their access needs i.e. preferences will be the same irrespective of mobility, but their needs will be different.
- Information not collected on mode of transport / route taken to and from the beach.
- Did not include direct consultation undertaken with forums, groups and individuals.
- Use of unsuitable language i.e. able-bodied opposed to non-disabled

Equalities Compliance



Signpost to **national guidance** for **least restrictive access to the outdoors** – provide practical support and design guidance to help improve accessibility to sites, routes and facilities:

"Countryside for All, Good Practice Guide" – Paths For All (Fieldfare Trust) 2005
(The benchmark in the UK for the national physical access standard for the outdoors)

"Easy Access to Historic Landscapes" - Historic England 2015

"By All Reasonable Means" – Sensory Trust / Natural England 2022

"Countryside for All, Good Practice Guide" – Paths For All (Fieldfare Trust) 2023
(New edition for 2023 which includes a section on beach access)

- **Shift away from the DDA Guidance** originally for buildings and access to buildings.
- Focus on the **quality of experience** and **equality of access** to the countryside and open spaces for people of all ages, circumstances and backgrounds.



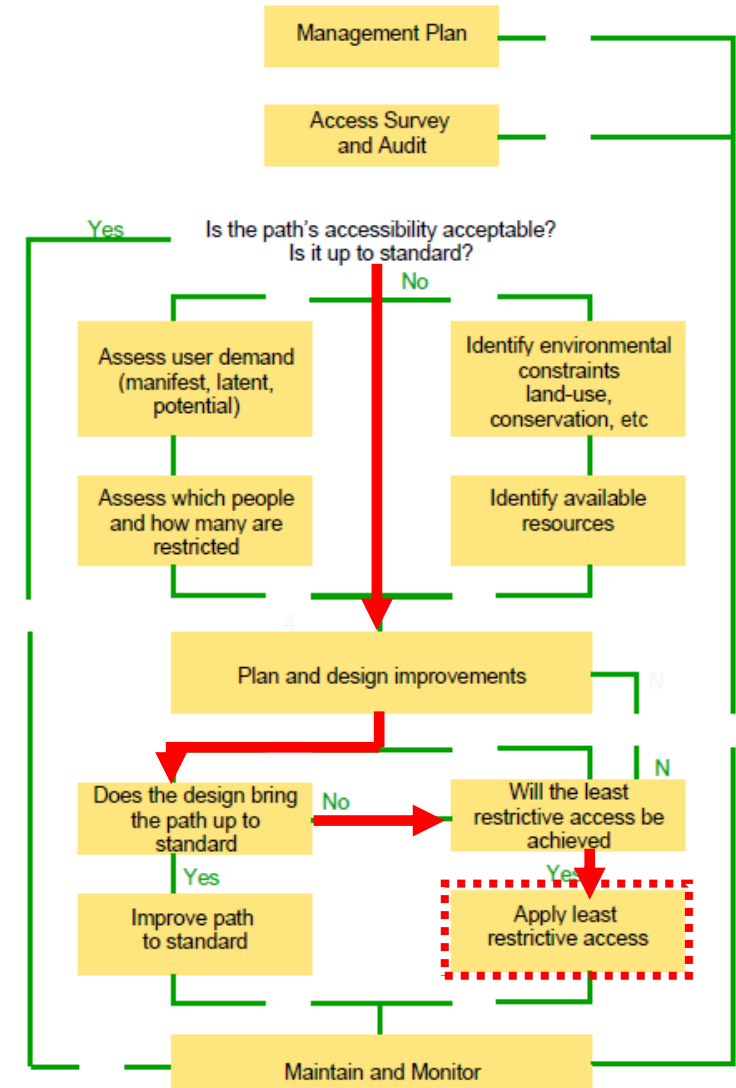
Planning Equalities Compliance



The ongoing need is to develop good practice, get the balance right and cater for everyone whilst preserving and enhancing the natural environment.

- Design standards help us see the levels of accessibility that are acceptable for all, including those 'people with health conditions or impairments'.
- The character and topography of the natural environment exists without reference to the needs of visitors.
- We can use the **least restrictive access approach** so that where levels of access are not as good as the standard, they are as good as they can be for as many people as possible.
- Most people accept that not all areas of the natural environment can be made fully accessible.

Diagram shows the steps of a process by which we can achieve the least restrictive access:



Equalities Compliance



The Access Chain

- A chain of events that leads from a person's **decision to visit a site** or route, **through the journey, arrival**, and **visit around the site** and its **facilities** and then the **journey home**.
- If any one of the links in the Access Chain is broken, then the visit may either end unsatisfactorily or may never happen.

Visitor experience

Decision to visit

Journey and arrival

On-site experience

Return home



Examples of things to consider

Information about access and accessible facilities
Accessible formats and choice of languages available
Promotion and publicity present a welcoming and inclusive image for all visitors
Good publicity with targeted distribution

Public/community transport
Accessible car parking/drop off
Welcoming entrance with orientation information
Free entry for carers/supporters
Inclusive facilities eg toilets, changing facilities, cafes

Routes and signposting for all abilities
Inclusive events planning
Accessible information and interpretation
Inclusive facilities eg toilets, changing facilities, cafes
Inclusive visitor experiences available to a diverse audience

Public/community transport
Accessible car parking/pick up
Feedback and involvement encouraged
Activity packs for groups - accessible formats and choice of languages available

Equalities Compliance



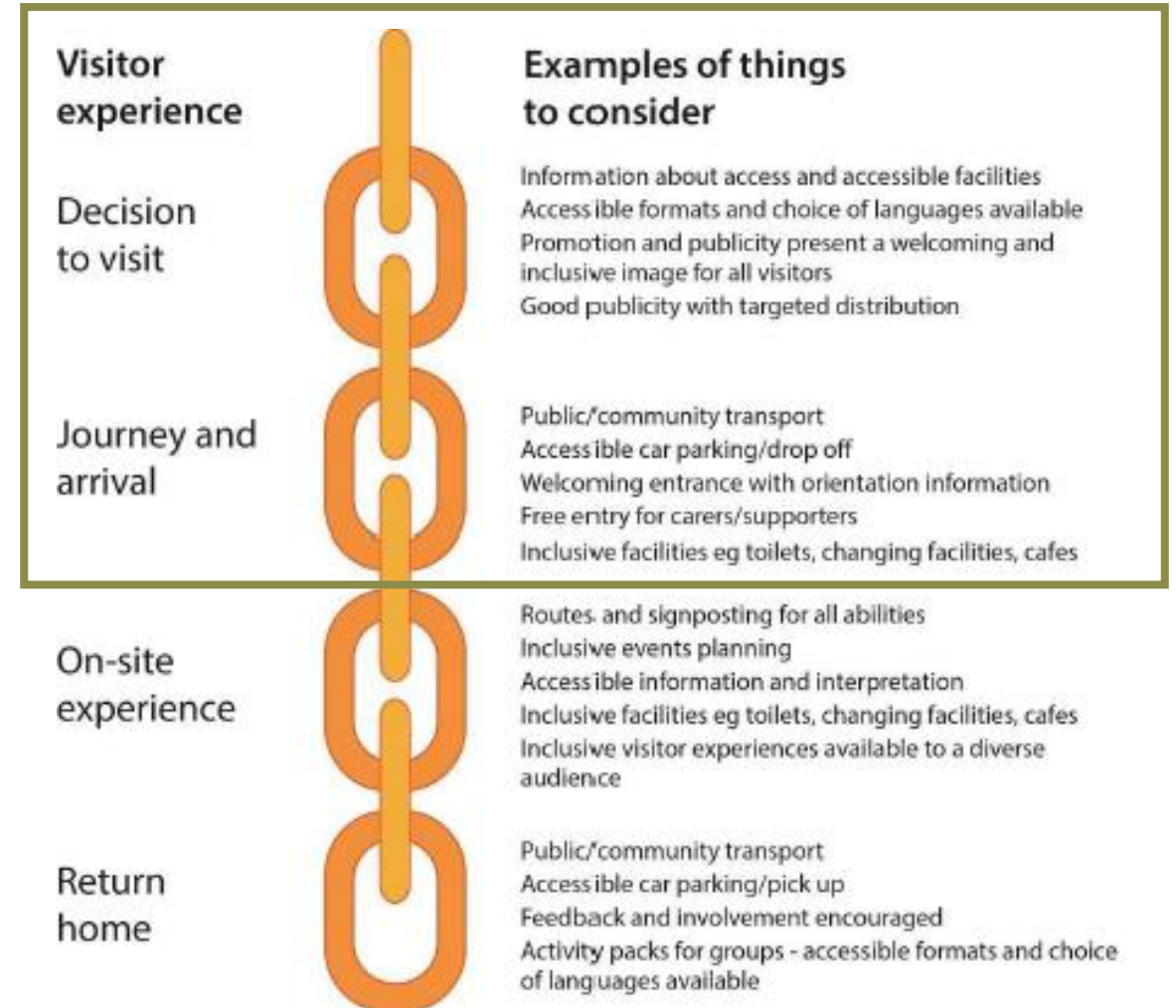
Design guidance examples:

Decision to Visit:

- Well positioned and well-maintained public information.
- Clear website content, maps and information.
- People informed by a strong Social Media profile.

Journey and arrival:

- Seamless journey through well designed public realm.
- Clear wayfinding / signage with reduced signage clutter.
- Inclusive and well designed / maintained public facilities.
- Accessible parking and drop-off.
- Well defined and welcoming arrival.



Equalities Compliance



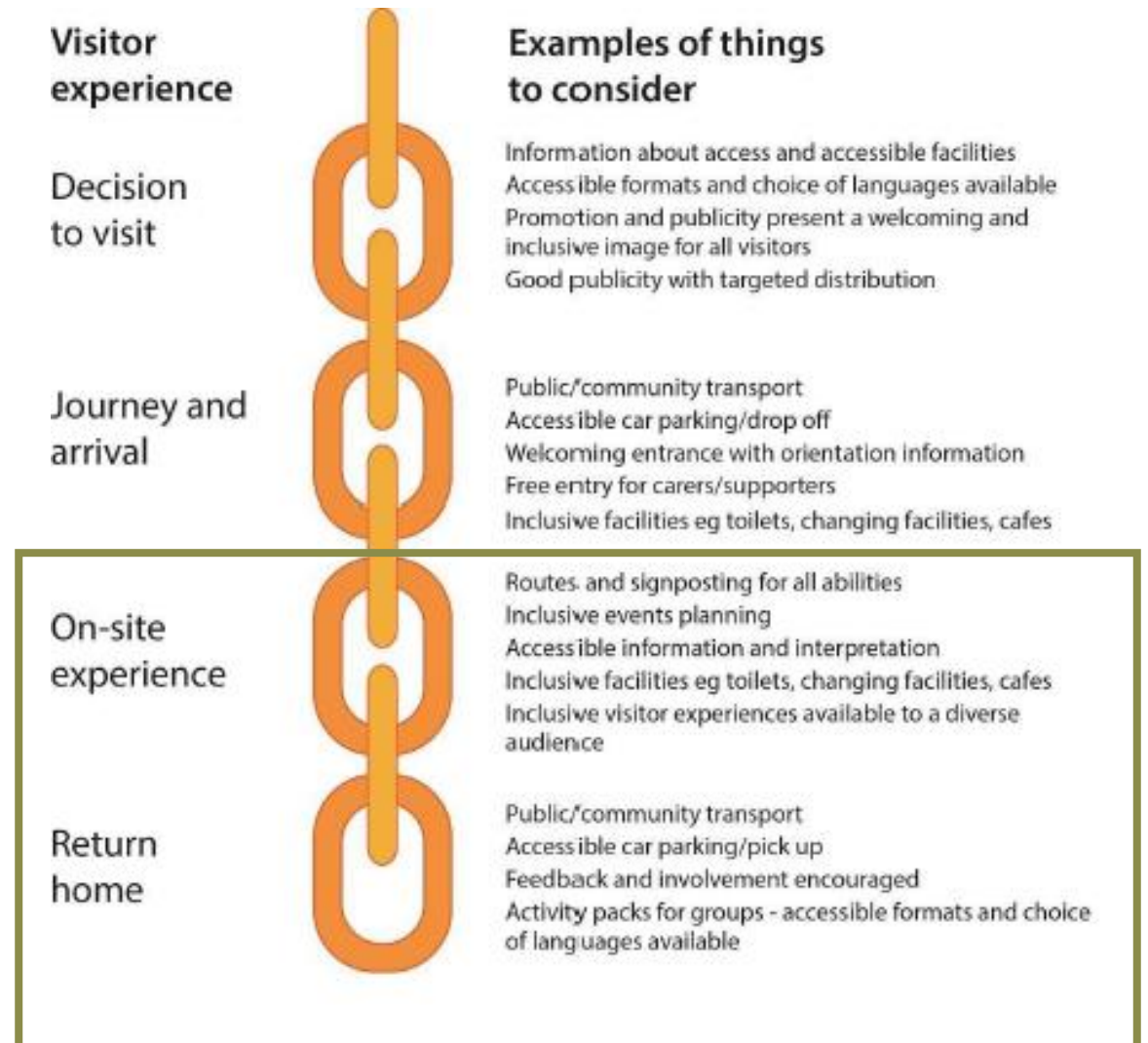
Design guidance examples:

On-site experience:

- A quality experience with clearly sign posted and accessible routes throughout the seafront.
- A range of seating, frequently placed with shelter from the sun and wind that can be reached by accessible routes.
- Clearly identify accessible routes and facilities, marked on signage, maps and information points.
- Well defined public realm with a sense of place for a memorable experience.

Return home:

- Accessible parking and drop-off.



Options Review



- Options identified to-date range significantly in value:
 - Reinvigoration proposal – circa £100m
 - Matting - £20/30k
- “Reinvigoration proposal” is not a waters edge access proposal it’s a regeneration project.
- Beach provides the primary defence – new hard structures are not required.
- None of the options are eligible for Flood Defence Grant in Aid (FDGiA).
- Options satisfy a broad range of objectives.
- Some options have been discounted due to impact on littoral drift.
- Some options have been discounted as not compliant with the Equalities Act.

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Options Review



- 1. Permanent structures
- 2. Repurpose existing structures
- 3. Semi permanent structures
- 4. Adaptable / seasonal structures
- 5. Mechanical
- 6. Expand the offer

For a wheel chair user to full access the lower foreshore, the above options need to be coupled with available beach wheelchairs.



Options categorised and R (red) A (amber) G (green) rated:

Capital cost	Low <£100k
	Medium £100 – 250k
	High >£250k
Operation & Maintenance (annual)	Low <£10k
	Medium – £10 – 25k
	High - >£25k
Access extent	Upper foreshore
	Lower foreshore
	Sea
Timeframe	0 – 6 months
	<1 year
	>1 year
Location constrained	Yes / No
Day-to-day operational resource needed	
Seasonal	
Consents and Licences (MMO / Planning)	

Options Review



1. Permanent structures – Concrete / timber ramp or walkway

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Capital cost	Low
	Medium
	High
Operation & Maintenance	Low
	Medium
	High
Access extent	Upper foreshore
	Lower foreshore
	Sea
Timeframe	0 – 6 months
	<1 year
	>1 year
Location constrained	Yes
Day-to-day operational resource need	No
Seasonal	No
Consents/Licences	Yes

Options Review



1. Permanent structures – Concrete / timber ramp or walkway (demountable)



Capital cost	Low
	Medium
	High
Operation & Maintenance	Low
	Medium
	High
Access extent	Upper foreshore
	Lower foreshore
	Sea
Timeframe	0 – 6 months
	<1 year
	>1 year
Location constrained	Yes
Day-to-day operational resource need	No
Seasonal	No
Consents/Licences	Yes

Options Review



2. Repurpose existing structures:



Capital cost	Low
	Medium
	High
Operation & Maintenance	Low
	Medium
	High
Access extent	Upper foreshore
	Lower foreshore
	Sea
Timeframe	0 – 6 months
	<1 year
	>1 year
Location constrained	Yes
Day-to-day operational resource need	No
Seasonal	No
Consents/Licences	No

Options Review



3. Semi-permanent structures

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Capital cost	Low
	Medium
	High
Operation & Maintenance	Low
	Medium
	High
Access extent	Upper foreshore
	Lower foreshore
	Sea
Timeframe	0 – 6 months
	<1 year
	>1 year
Location constrained	No
Day-to-day operational resource need	Yes
Seasonal	Yes and No
Consents/Licences	Yes and No

Options Review



4. Adaptable / Seasonal – Retractable Matting and Boards

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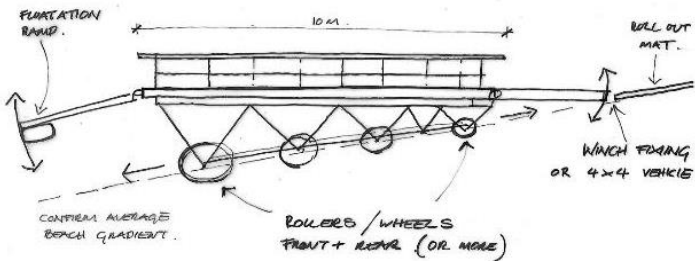
Capital cost	Low
	Medium
	High
Operation & Maintenance	Low
	Medium
	High
Access extent	Upper foreshore
	Lower foreshore
	Sea
Timeframe	0 – 6 months
	<1 year
	>1 year
Location constrained	No
Day-to-day operational resource need	Yes
Seasonal	Yes and No
Consents/Licences	Yes and No

Options Review



4. Adaptable / Seasonal - Retractable Platforms

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Capital cost	Low
	Medium
	High
Operation & Maintenance	Low
	Medium
	High
Access extent	Upper foreshore
	Lower foreshore
	Sea
Timeframe	0 – 6 months
	<1 year
	>1 year
Location constrained	Yes
Day-to-day operational resource need	Yes
Seasonal	Yes
Consents/Licences	No

Options Review



5. Mechanical



Capital cost	Low
	Medium
	High
Operation & Maintenance	Low
	Medium
	High
Access extent	Upper foreshore
	Lower foreshore
	Sea
Timeframe	0 – 6 months
	<1 year
	>1 year
Location constrained	No
Day-to-day operational resource need	Yes
Seasonal	Yes
Consents/Licences	?

Options Review



6. Expand the offer – Alternatives to beach access, Seafront experiences / review return on investment



Recommendations



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1. Establish and engage with a user / stakeholder groups.
2. Apply the latest national guidance for equality of access to the natural environment.
3. Establish a vision statement and clear project critical success factors / objectives i.e., what does success look like?
4. Review seafront amenities and access in conjunction with the solution i.e., disabled parking, toilet and changing facilities.
5. Utilise existing assets where possible coupled with a combination of smaller interventions for 'least restrictive access'.

Next Steps



Short term:

1. Undertake assets inspections and survey of existing structures suitable for repurposing.
2. **Review amenities and access in conjunction with solution i.e., disabled parking, toilet and changing facilities.**
3. **Review and work with the latest national guidance for equality of access to the natural environment.**
4. **Establish and engage with a stakeholder / user group (inc. the nearest disability form, local groups and individuals).**
5. **Establish a vision statement and clear project critical success factors / objectives.**
6. Seek feedback and visit working examples of good practice.
7. Clear identified ramps ready for the summer season.
8. Review potential funding sources to inform budget / match funding requirement.



Next Steps



Medium term:

1. Continue engagement through stakeholder / user group.
2. Deliver a matting and decking solution.
3. Adapt / repurpose an existing ramp and implement any amenity modifications i.e. disabled parking bays.
4. Undertake an RNLI / RoSPA safety audit on modified asset (s) if required.
5. Monitor use of existing ramps over the 2023 summer season.
6. Identify funding sources for a capital project and draft a supporting Business Case
7. Launch a capital project to deliver beach access for all.

Long term:

1. Implementation and delivery of capital project.
2. Monitoring plan



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Public Document Pack

Subject to approval at the next Bognor Regis Beach Access Working Party meeting

11

BOGNOR REGIS BEACH ACCESS WORKING PARTY

6 February 2023 at 9.30 am

Present: Councillors Worne (Chair), Staniforth (Vice-Chair), Brooks, Chace and Edwards

Phillip King (nominated representative from the Bognor Regis Town Council Access Group) was also in attendance

16. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor Needs.

17. DECLARATIONS OF INTEREST

No Declarations of Interest were made under this item.

18. MINUTES

The Minutes of the meeting held on 16 January 2023 were approved by the Working Party. These would be signed after the meeting.

19. BEACH ACCESS FOR ALL, BOGNOR REGIS

[Councillor Brooks declared a Personal Interest during discussion of this item, as he supplied the West Cam (camera), pointing towards Portsmouth]

Upon the invitation of the Chair, the Group Head of Environment and Climate Change presented the report to the Working Party. He explained that this report followed the presentation delivered by the Project Manager from Coastal Partners at the previous Beach Access Working Party Meeting. If the Working Party agreed the recommendation, this would be presented at the Special Environment Committee meeting on 27 February 2023.

Members then took part in a discussion, where the following points were raised:

- It was felt engagement with stakeholders had been done to an extent, although it was acknowledged more may need to be done.

- There was concern around the medium- and long-term steps and how these were displayed in the report. The Group Head of Environment and Climate Change agreed that the way the steps were set out in the report would be clarified and further information would be provided. They had learnt from Brighton and Hove that doing lots of smaller things helped a lot more people and gave people choices. He would clarify in the report to Environment Committee that these steps were chronological.
- There was concern that it may seem that matting and decking was all that was going to be done, as this would not assist people in getting down to the water. It was felt this needed re-wording as it was not clear that this was part of a wealth of provisions being looked at.
- There was concern around surveying the ramps already in existence, as it was felt these would be too steep for wheelchair users to use. Flattening the surface could make these ramps more slippery and getting back up would be problematic. The Group Head of Environment and Climate Change explained that he had asked the Project Manager from Coastal Partners to attend the Special Environment Committee meeting on 27 February 2023, so he could answer questions and provide further details regarding potential improvements to the ramps.
- More than matting was required. In the past, 2 metre wide hard metal and rubber track had been installed for 6 weeks at a cost of around £2-3k, which was thought to have been successful and well-used.
- Officers should look at ramps already on-site. The Group Head of Environment and Climate Change explained that the ramps currently covered in shingle would most likely be those hardest to keep clear, so it made sense to look at those not fully covered initially.
- One Member hoped a substantial capital project could be implemented in the future, in the form of a harbour from Felpham Yacht Club to the pier, with a permeable reef.
- There was disappointment expressed that the public had not yet been informed of the survey results, and the reports had not been shared with the Bognor Regis Town Council Access Group. The Group Head of Environment and Climate Change explained that all relevant information would be made public when the agenda for the Special Environment Committee on 27 February 2023 was published. The reason for the delay with this was the retirement of the Engineering Services Manager, who had not yet been replaced.
- It was asked whether the public would be informed when the ramps had been cleared and available for public use? The Group Head of Environment and Climate Change explained that he would be arranging for a press release explaining the work of the Working Party and the outcomes of this.

- It was asked whether point 6 of the medium-long term steps, repurposing an existing ramp, could be made a short-term step. The Group Head of Environment and Climate Change explained the reason this was a medium-long term step was that repurposing would mean resurfacing, so this would be a larger scale project. It was agreed this should be made clearer in the report for the Environment Committee, and that point 2 of the short-term steps should be expanded to give further information.
- It was understood that point 2 of the short-term steps, 'clear identified ramps of shingle and maintain for the summer season', would be useful in seeing which ramps gave more users accessible access, and identify which ramps could be looked at for point 6 of the medium-long term steps for resurfacing.
- There was concern there was no mention of beach wheelchair buggies in the report, as it was felt these would definitely be required. It was asked when these might be able to be implemented. The Group Head of Environment and Climate Change explained depending on several factors, this may be possible this year, although funding would need to be sought for this.
- How would the trials be monitored? The Group Head of Environment and Climate Change explained that the Foreshores Team would be asked to monitor and assess this. Point 1 of the suggested course of action was to establish and engage with a user/stakeholder group, and it was hoped that much of the information would come from them.
- One Member pointed out that there were 2 cameras installed, which could be useful for monitoring ramp use.
- It was asked whether Officers knew how steep each ramp was. The Senior Coastal Engineer explained that full information and plans for each of the ramps was held by Officers, and they were aware of the gradients etc.
- How did Brighton and Hove fund their project? The Senior Coastal Engineer would find this information out.
- Boardwalks were more successful than matting, particularly for those that just want to get off the prom. The Group Head of Environment and Climate Change told Members that East Preston Parish Council were looking into putting a boardwalk that went out to the crest of the beach.

The Group Head of Environment and Climate Change stressed that by implementing a range of small, achievable steps, it was hoped that many more people would be able to access the beach. The work would be ongoing but would begin to make a difference. He agreed to make alterations to the course of action and suggested next steps to reflect the requests of the Working Party.

The recommendation was proposed by Councillor Staniforth and Seconded by Councillor Edwards.

Subject to approval at the next Bognor Regis Beach Access Working Party meeting

14

Bognor Regis Beach Access Working Party - 6.02.23

The Working Party

RECOMMEND TO THE ENVIRONMENT COMMITTEE

That the course of action and suggested next steps be approved.

20. ANY OTHER BUSINESS

No other business was raised.

(The meeting concluded at 10.18 am)

Arun District Council

REPORT TO:	Environment Committee - 27 February 2023
SUBJECT:	Outdoor Sports Provision, Felpham
LEAD OFFICER:	Joe Russell-Wells, Group Head of Environment and Climate Change
LEAD MEMBER:	Councillor David Edwards
WARDS:	Felpham East & West
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: <p>The proposal fulfils planning policies in the provision of outdoor sports facilities and will assist in implementing the council's vision that aims to provide infrastructure that supports wellbeing, through easily accessible and safe greenspace, and encourage our community to embrace healthy and active lifestyles.</p>	
DIRECTORATE POLICY CONTEXT: <p>The provision of sports facilities alongside development sits within the Environment and Communities Directorate Plan</p>	
FINANCIAL SUMMARY: <p>A Section 106 from the residential development at Land North of Felpham (Site 6) identifies the provision of sports facilities on site. The report sets out a change to the agreement to instead seek an off-site sum as detailed in the report to improve local outdoor sports facilities. The recommendations in this report will enable the drawdown of the funding for the project as required.</p>	

1. PURPOSE OF REPORT

- 1.1. This report seeks approval to accept the provision of an off-site sum in lieu of the sports facilities provided on site at the Blakes Mead development at Felpham. The land would be retained as public open space with the provision of landscaping, fencing and car parking and would be transferred to the Council together with a commuted sum for future maintenance.
- 1.2. The off-site sum together with a project management sum would be used to improve and develop existing sports facilities in the Felpham area following a review in accordance with the Council's outdoor sports strategy.

2. RECOMMENDATIONS

The Committee is requested to:

- 2.1. Approve the provision of an off-site sum in lieu of provision of sports facilities on site at Blakes Mead, Felpham to support local outdoor sports facilities whilst retaining the site as public open space. This recommendation aligns with the Council's outdoor sports strategy.
- 2.2. Approve the drawdown of the off-site sum, the project management sum and Public Open Space commuted maintenance sum. The off-site sum expenditure will follow further review of the local facilities for the development of the sports facilities projects in the Felpham area.

3. EXECUTIVE SUMMARY

- 3.1. This report concerns the provision of sports facilities in Felpham. The development at Blakes Mead in Felpham (formerly known as Site 6) has a S106 Agreement that is set to provide sports facilities on site. The policy for the provision of outdoor sports provision has been updated alongside other sporting bodies such as Sport England to improve existing facilities and develop them as hubs to benefit the wider community.
- 3.2. The developer will instead provide an off-site sum for outdoor sports facilities in Felpham, will transfer the site as landscaped public open space to the Council and provide a commuted sum for future maintenance. In addition, a sum will be provided for the project management of delivering those facilities.
- 3.3. This report seeks approval to accept these proposals.

4. DETAIL

4.1 Background

The outline planning permission of the development of Site 6 at Felpham was granted at appeal – planning reference FP/92/04. As part of the permission a S106 was agreed to deliver various community facilities comprising public open space, sports provision, community arts, changing facilities and a community building. These facilities are provided in accordance with the Council's planning policy for both the new residents of the development and the existing community.

All but the sports provision comprising of a single grass pitch, a changing facility and 2 MUGAs have been delivered at Felpham alongside the development. These facilities remain outstanding to be delivered by Barratt Wilson Homes (BDW).

Since the development gained a planning permission ADC has developed guidance for sports provision through a playing pitch strategy to support local plan which is in line with sporting bodies policies including that of Sport England.

It is worth noting that concern had been raised at the location of a changing facility which would be subject to vandalism being located away from the natural surveillance that is provided in residential areas. This proposal removes a future risk that facilities may have been subjected to as proposed in the existing Section

106 agreement.

4.2 Outdoor sports facilities study

BDW have commissioned a study on the outdoor sports facilities in the vicinity of the site at Blakes Mead. This review takes into account the strategies which support the local plan, it includes an audit of the existing facilities, including those facilities locally available to residents at the development at Blakes Mead. (This document can be seen at **Appendix 1**).

The study finds there is potential to improve the quality and capacity of nearby existing facilities. This aligns with the Playing Pitch outdoor Sports Strategy Action Plan which identifies the following recommendations:

- Improving football pitch quality to alleviate overplay, reduce shortfalls and to increase future capacity
- Seek to improve quality of cricket pitches where possible
- Improve changing facilities at King George V recreation ground
- Explore the feasibility of 3G pitch provision

A summary of the recommendations following this study have been made which specifically relate the sports sites at Felpham and KGV recreation grounds together with reviewing improvements of the 3G and Arun Leisure Centre.

4.3 Off-site sum

Following the above study BDW has offered the following sums as off-site provision in lieu of the sports facilities. These sums are subject to RPI indexation to Q3 2022.

Off-site sum in lieu of on sites outdoor sports provision	£621,165
Project management sum	£93,174
Public Open Space commuted maintenance sum	£233,108
Total	£947,447

This sum is in addition to the costs of the landscaping works to deliver the public open space works to be provided by BDW.

4.4 Public Open Space provision

The area which is currently proposed for sports facilities would instead be provided as landscaped public open space which would include vehicular access, parking provision and open space. The open space would be landscaped by BDW and once completed to an approved standard the land would be transferred to public ownership together with the commuted maintenance sum as set out above.

An indicative plan illustrating the proposal is shown at **Appendix 2**.

4.5 Arun Local Football Facilities Plan

The Arun Local Football Facilities Plan developed with the Football Foundation has recommendations for improvement of the facilities at KGV Felpham specifically improvement of the grass pitches to improve capacity and a new changing pavilion.

The plan can be found at the following link: [Arun Local Football Facility Plan \(footballfoundation.org.uk\)](https://footballfoundation.org.uk)

Opportunity using the proposed off site S106 sum can be used to explore further funding from the Football Foundation and other possible funding partners.

4.6 Next steps

Once approved a deed of variation to the S106 would need to be approved through the normal planning process. BDW will also need to seek approval for the landscaping of the POS area prior to their implementation. A project to develop proposals for the off-site sums will need to be worked up.

Opportunities of partnership funding for proposals will also be explored, including with the parish council. Any detailed proposals will be reported back to Committee by way of update and / or further approval.

4.5 Procurement

Following the public consultation, the council will undertake a tender process to procure carry out improvement works.

5. CONSULTATION

- 5.1. In the development of a project to use these S106 sums to improve local facilities the council would carry out consultation with the public and stakeholders including Felpham Parish Council.
- 5.2. Consultation will additionally take place during the usual planning application process.

6. OPTIONS / ALTERNATIVES CONSIDERED

- 6.1. Not to approve the recommendations as set out in the report.

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

- 7.1. The recommendations in this report will enable the drawdown of the funding for the project as required.

8. RISK ASSESSMENT CONSIDERATIONS

- 8.1 As the project to deliver sports facilities develops a risk assessment and method statement will be produced by the Principal Designer. The project will be delivered in accordance with the Construction, Design and Management (CDM) Regulations 2015.

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

- 9.1. If approved, the change to the financial contribution will be addressed as a variation to the Section 106 Agreement by the Council's Legal Services team

10. HUMAN RESOURCES IMPACT

- 10.1 As the project to deliver sports facilities develops assessments will be made as to how best use the project management sum to support the resources to deliver the project.

11. HEALTH & SAFETY IMPACT

- 11.1 The project will be delivered in accordance with the Construction, Design and Management (CDM) regulations 2015. Risks will be considered by the project team and consultants during design phase, and health and safety will be managed by the Principal Designer during the construction works.

12. PROPERTY & ESTATES IMPACT

- 12.1 The Council will retain responsibility for the enhanced facilities. The project will result in improvements to council assets as well as additional maintenance obligations.

13. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

- 13.1. The improvements to sports facilities will help to improve the social and environmental well-being of the Felpham area, by providing a better quality, safe facilities for use by the whole community.

14. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

- 14.1. Environmental sustainability will be addressed at design stage to ensure that the council reduces its carbon footprint, its impact on the environment and the use of natural resources during the works. Contractors will be required to provide evidence of their environmental sustainability policies, including any carbon impact footprints, and demonstrate how these will be applied/reduced on the project.

CRIME AND DISORDER REDUCTION IMPACT

- 14.2. Improvement of sports facilities helps to provide better services for communities to help reduce crime and disorder within Arun and offers the opportunity to build stronger communities who have confidence in their local services.
- 14.3. By not providing stand alone changing facility the risk of crime and disorder will be reduced.

15.HUMAN RIGHTS IMPACT

- 15.1. The proposed scheme fulfils the freedoms and rights within the Human Rights Act 1998. There are no negative implications in terms of human rights impacts.

16.FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

- 16.1. There are no specific Freedom of Information or Data Protection issues arising from the proposals in the report.

CONTACT OFFICER:

Name: Joe Russell- Wells

Job Title: Group Head of Environment and Climate Change

Contact Number: 01903 737914

BACKGROUND DOCUMENTS:

Outdoor Sports Facilities Audit

Land at Blakes Mead, Felpham

May 2022

Land at Blakes Mead, Felpham
Outdoor Sports Facilities Audit

May 2022

Project Ref:	34138/A5
Status:	FINAL
Issue/Rev:	02
Date:	May 2022
Prepared by:	AW, DM
Checked by:	DM, JC
Authorised by:	JC

Barton Willmore now Stantec
26 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4AE

Tel: 01322 374660
Fax: 01322 374661

Ref: 34138/A5/
Date: May 2022

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1.0 INTRODUCTION

- 1.1 This Outdoor Sports Facilities Audit has been prepared by Barton Willmore now Stantec's, Development Economics Team on behalf of Barratt David Wilson Homes, to support development on Land at Blakes Mead, Felpham ("the Site") within the local authority of Arun District Council (ADC).
- 1.2 Consent for development was originally obtained in 2006 (with subsequent variations to the consents) for residential development and supporting community infrastructure, including the provision of sports pitches and changing facilities on-site via a S106 Agreement. The residential element of the proposed development is built out in-full (464 units) ("the Development").
- 1.3 One of the strategic objectives of ADC's Local Plan 2011-2031 (adopted July 2018) is for health, recreation and leisure to *"promote strong, well-integrated and cohesive communities, through the promotion of healthy lifestyles, provision of good quality accessible community facilities and a safe environment, which delivers an enhanced quality of life to all."*¹ Open space, outdoor sport and recreation are recognised as important to achieving this and therefore the Local Plan seeks to protect and enhance existing provision, improving the quality and management of existing sites to increase capacity. New outdoor sports provision is also supported where there is current or future demand to do so and ADC's preference appears to be for community sports hubs to provide for a number of outdoor sports, rather than piecemeal and incremental development.
- 1.4 Owing to the passage of the time since the development consent was originally obtained, Barratt David Wilson Homes are now looking to vary the S106 agreement in relation to sports pitches and changing facilities to align with ADC's preferred form of the delivery for outdoor sports provision by making a financial contribution towards enhancing existing off-site provision, in lieu of new provision on-site, to assist with ADC's wider delivery of outdoor sports provision. Such an approach would enable the immediate delivery of enhancements to existing outdoor sports provision.
- 1.5 The purpose of this Audit is therefore to identify existing sports pitches and changing facilities within proximity of the Site, determining quantity, accessibility and quality of any existing provision to identify opportunities for enhancements and to inform the value of any such financial contribution. However, should ADC accept a financial contribution in lieu of provision but seek to spend the monies in an alternative form (for example, pooling for hub provision) then the supporting S106 agreement will allow for such a method of a delivery.

¹ ADC, Arun Local Plan 2011-2031 (adopted July 2018), section 14.1

- 1.6 The Audit first considers ADC's evidence base for outdoor sports provision, identifying applicable standards to establish the criteria for identifying and assessing existing provision.
- 1.7 An audit of existing outdoor sports provision is then provided drawing on ADC's evidence base but also data published by the Ordnance Survey to determine any deficiencies or opportunities related to outdoor sports provision.
- 1.8 The Audit is structured as follows:
 - Section 2: **Arun District Council's Standards for Outdoor Sports Provision**, details ADC's evidence-base for outdoor sports provision including quantity, accessibility and quality standards;
 - Section 3: **Audit of Existing Outdoor Sports Provision**, details the existing provision within proximity of the Site, having regard to ADC's standards established within Section 2; and
 - Section 4: **Summary of Findings and Recommendations**.

2.0 ARUN DISTRICT COUNCIL'S STANDARDS FOR OUTDOOR SPORTS PROVISION

2.1 The Council's evidence base in respect of outdoor sports facilities comprises:

- Open Space, Playing Pitches and Built Facilities SPD (January 2020);
- Playing Pitch Strategy Assessment Report and Action Plan (August 2016);
- Open Space, Sport and Recreation Study (March 2009); and
- Arun Open Space and Sports Assessment (March 2006).

2.2 The 2006 and 2009 studies provide an audit of all open space typologies across the ADC area, including outdoor sports facilities, and provide recommended provision standards in respect of quantity, accessibility and quality.

2.3 The Open Space, Sport and Recreation Study (March 2009) sets the following standards for outdoor sports facilities:

Accessibility Standard

- 15-minute walk time (equivalent to 720m) to grass pitches, tennis courts and bowling greens; and
- 20-minute drive time to synthetic turf pitches and golf courses.

Quantity Standard

- Urban areas = 1.62 hectares per 1,000 population; and
- Rural areas = 1.88 hectares per 1,000 population.

Quality Standard

- All outdoor sport facility sites should be designed and maintained so as to provide the following features: Clean/litter free, well-maintained and level surface; changing facilities including toilets; and onsite security;
- This standard and subsequent recommendations should be used in relation to the recent Playing Pitch Strategy which highlights specific poor quality pitches.

3.0 AUDIT OF EXISTING OUTDOOR SPORTS PROVISION

- 3.1 Having regard to ADC's accessibility standards for outdoor sports provision (presented in Section 2), this section of the Audit identifies all outdoor sports provision within proximity of the Site to determine whether there is existing provision of sufficient quantity and quality.
- 3.2 ADC's accessibility standard for outdoor sports provision is that people should have access to grass pitches, tennis courts and bowling greens within a 15-minute walk of their homes (720 metres) and access to synthetic turf pitches and golf course within a 20-minute drivetime of their home.
- 3.3 To begin with, we consider all outdoor sports provision within a 20-minute drivetime of the Site, before drilling down to consider the provision closest to the Site.

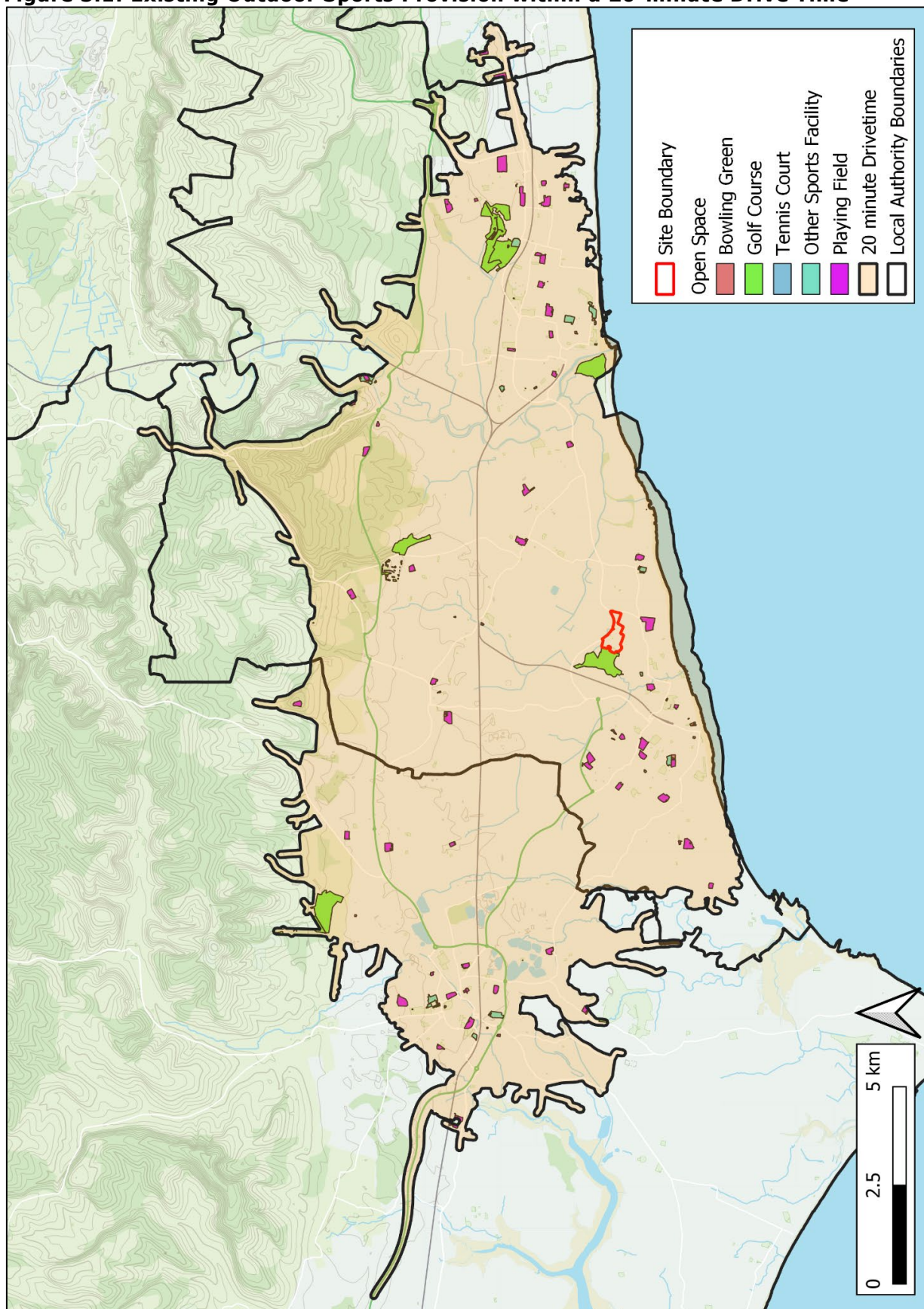
Outdoor Sports Provision within a 20-minute Drivetime of the Site

- 3.4 Figure 3.1 illustrates existing outdoor sports facilities within a 20-minute drive time of the Site through reference to Ordnance Survey's (OS) Open Greenspaces² and in particular all open spaces identified as; 'Playing Field', 'Bowling Green', 'Golf Course', 'Tennis Courts', and 'Other Sports Facility'. Table 3.1 summarises the type of provision. The OS data excludes any provision within a school setting.

Table 3.1: Summary of Outdoor Sports Provision within a 20-minute Drive Time of the Site

Type	No. of Sites	Total Area (Ha)
Bowling Green	11	3.9
Golf Course	8	234.5
Tennis Courts	52	39.5
Other Sports Facility	64	153.8
Playing Field	28	2.92
Total	163	434.4

² <https://www.ordnancesurvey.co.uk/business-government/products/open-map-greenspace>

Figure 3.1: Existing Outdoor Sports Provision within a 20-minute Drive Time

Source: OS Openspace

- 3.5 Within a 20-minute drive time of the Development Site, there is a total of 434.4 Ha of outdoor sports provision. There are eight golf courses which comprise over half of the total outdoor sports provision. In addition, there are 11 bowling greens, 52 tennis courts, 28 playing fields, and 64 other sports facilities. Further provision is provided within school settings.
- 3.6 The 20-minute drive time extends beyond the ADC local authority boundary into the neighbouring local authorities of Chichester District and Adur District and whilst such provision in neighbouring authorities is accessible according to ADC's accessibility standards, the remainder of this assessment focuses on outdoor sports provision within the ADC area only.

Outdoor Sports Provision within a 20-minute Drivetime of the Site (within the ADC area)

- 3.7 Figure 3.2 illustrates the existing provision within the 20-minute drive time that falls within the ADC boundary. A summary of the number of sites and the area (hectares), is provided in Table 3.2.

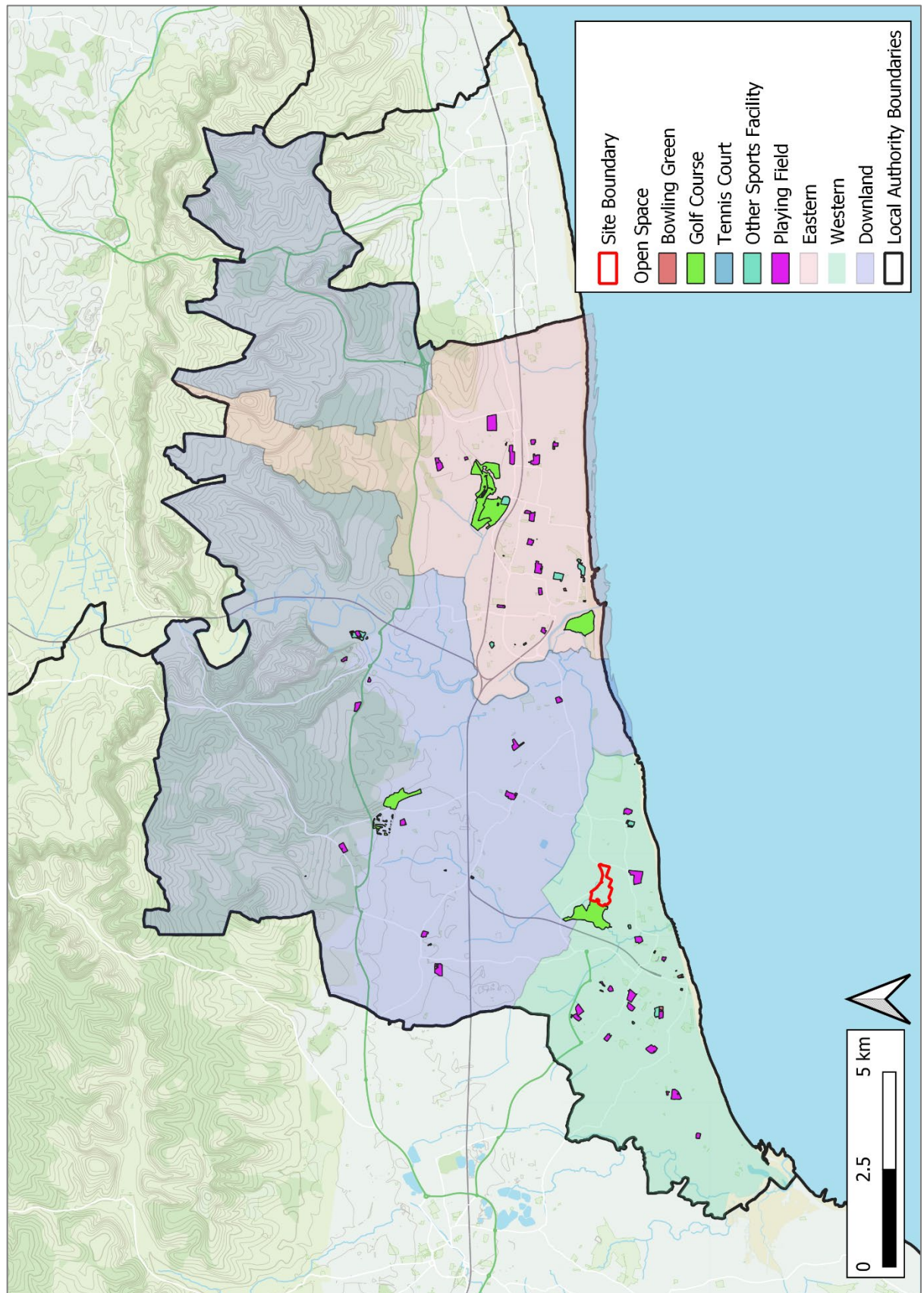
Table 3.2: Summary of Outdoor Sports Provision within a 20-minute Drive Time of the Site (ADC area only)

Type	No. of Sites	Total Area (Ha)
Bowling Green	9	3.6
Golf Course	5	186.4
Tennis Courts	37	27.9
Other Sports Facility	43	110.8
Playing Field	11	1.3
Total	105	330.0

Source: OS Openspace

- 3.8 75% of the outdoor sports provision located within a 20-minute drivetime of the Site is located within the ADC area; which is 105 Sites totalling 330.0 Ha.

Figure 3.2: Existing Outdoor Sports Provision within 20-minute Drive Time (ADC area only)



- 3.9 ADC's Open Space, Sport and Recreation Study (March 2009) divides the ADC area into three sub-areas for assessment: Eastern Region (covering Littlehampton), Western Region (covering Bognor Regis and Felpham, in which the Site is located), and Downland Region (covering the northern, rural extent of ADC). The same sub-areas have been utilised in this assessment to provide consistency with ADC's evidence base. Table 3.3 indicates the outdoor sports provision within a 20-minute drivetime in the ADC area (Table 3.2) by the three sub-areas.

Table 3.3: Summary of Outdoor Sports Provision within a 20-minute Drive Time of the Site (ADC area only) by Sub-area

Type	Western Region (Bognor Regis)		Eastern Region (Littlehampton)		Downland Region	
	No. of Sites	Total Area (Ha)	No. of Sites	Total Area (Ha)	No. of Sites	Total Area (Ha)
Bowling Green	4	2.1	3	0.9	4	2.1
Golf Course	1	40.1	3	122.7	1	40.1
Tennis Courts	5	0.6	1	0.1	5	0.6
Other Sports Facility	13	6.9	18	14.4	13	6.9
Playing Field	16	42.5	13	40.6	16	42.5
Total	39	92.2	38	178.7	39	92.2

Source: OS Openspace

- 3.10 Table 3.3 illustrates that the majority (54%) of the existing outdoor sports provision is located in the Eastern Region. The larger quantum of outdoor sports provision in the Eastern Region is related to golf courses.
- 3.11 The Site is located in the Western Region and Table 3.3 identifies that there is 92.2 Ha of outdoor sports provision within this Region comprising: four bowling greens, one golf course, 13 tennis courts, five playing fields, and 16 other sports facilities. The provision in the Western Region caters for a range of sports clubs already in operation including Pagham Cricket Ground, Bognor Regis Golf Course, Arun Indoor Bowling and Tennis Club, and Middleton Sports Club.
- 3.12 In total, there are three full sized 3G pitches across the ADC area, of which two are located within the Western Region; one in the Arun Leisure Centre and one at the Arena Sports Centre (The Regis School). A further full sized 3G pitch is located at the Littlehampton Academy (Eastern Region). Further smaller 3G pitches are available at Arun Sports Arena and Waterworld (Butlins), both of which are in the Western Region. The smaller 3G pitches are not

suitable for match play but can be used to accommodate training demand, social use and small-sided commercial leagues.

- 3.13 ADC's Playing Pitch Strategy (2009) identifies that there is a shortfall of one full size 3G pitch in the Western Region and one in the Eastern Region to meet the demand. However, the Strategy identifies that improving pitch quality is one way to increase the capacity at sites. The 3G pitch at Arun Leisure has been assessed in the Council's evidence base as being of poor quality and the Strategy concludes that priority should be placed on sustaining the current stock of pitches and potential sites that can suitably accommodate a 3G pitch should be highlighted.
- 3.14 ADC's accessibility standard requires access to synthetic turf pitches and golf courses within a 20-minute drivetime. The analysis presented above demonstrates that there is access to both within a 20-minute drivetime of the Site, albeit the quality of such provision could be improved in line with the adopted strategy of ADC.

Outdoor Sports Provision within a 15-minute Walk time (720m) of the Site

- 3.15 ADC's accessibility standards also require access to grass pitches, tennis courts and bowling greens within a 15-minute walk time (equivalent to 720m). For this reason, all existing outdoor sports provision within a 720m radius of the Site has been identified as illustrated in Figure 3.3, with Table 3.4 detailing the type of provision, total area and approximate distance from the Site.

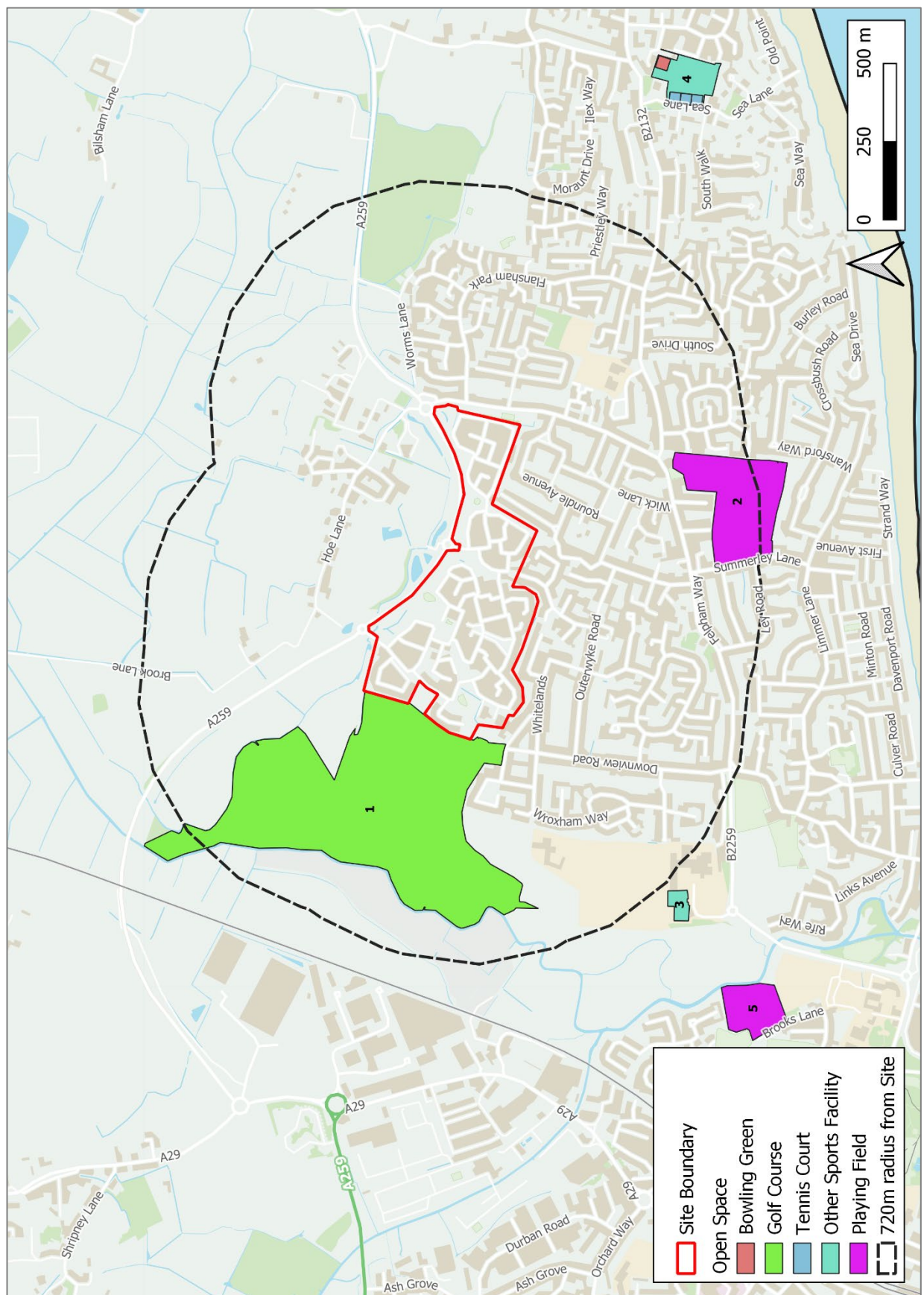
Figure 3.3: Existing Outdoor Sports Provision within 720m of the Site

Table 3.4: Existing Outdoor Sports Provision within 720m of the Site

Map Ref	Name	Function	Area (Ha)	Distance from Site
1	Bognor Regis Golf Course	Golf Course	40.1	Adjacent to Site
2	King George V Recreation Ground	Playing Field	8.0	12 min walk time (1,500m)
		Other Sports Facility	0.05	
3	Arun Leisure Centre	Other Sports Facility	0.5*	25 min walk time (2,000m)
<i>Just beyond the 720m radius</i>				
4	Middleton Sports Club	Other Sports Facility	2.5	30 min walk time (2,500m)
5	Felpham Recreation Ground	Playing Field	2.7	27 min walk (1,900m)

Source: OS Openspace

* The area of Arun Leisure Centre relates to the leisure centre only and excludes the tennis courts and 3G pitches associated with Felpham Community College

- 3.16 Figure 3.3 illustrates that there are two sites providing outdoor sports provision within 720m of the Site: Bognor Regis Golf Club and King George V Recreation Ground.
- 3.17 Bognor Regis Golf Club adjoins the Site boundary. The golf course currently provides an 18-hole course which is available to members and visitors all year round. However, it is noted that a planning application (FP/274/21/OUT) has been submitted to redevelop the golf course for residential development, with a second planning application submitted (M/16/22/PL) to develop a brand-new golfing facility at the Grevatts Lane Site, to the north of Elmer. The purpose of the relocation of the golf course to reinvest the money from the sale of the current site, to build a state-of-the-art future proofed golf and hospitality facility that will be the benchmark for clubs in the local area and will ensure the long-term future of Bognor Regis Golf Club into the future.
- 3.18 The relocation of Bognor Regis Golf Course will displace the golf course beyond the 720m radius of the Site.
- 3.19 King George V Recreation Ground is located to the south of the Site within an approximate 12-minute walk time or 3-minute drive time. The open space comprises a playing field and 'other sports facility' which contains a surfaced basketball court with permanent basketball posts. The

playing field comprises 2no. full size football pitches and three junior football pitches (all grass pitches) with built in goal posts. The football pitches currently service Felpham Colts Football Club which is a youth football club for boys and girls aged 4 to 18 years old. The football pitches are not floodlit.

- 3.20 The ADC Open Space, Sport and Recreation Study (March 2009) identifies the King George's Field as one of the most popular open spaces for outdoor sports facilities and open space for children in the District. Despite the high popularity of King George's Field, the frequent users of the open space report evidence of poor drainage at the site and that the ancillary facilities are poorly maintained and need updating.
- 3.21 Therefore, within ADC's Playing Pitch & Outdoor Sports Strategy and Action Plan (August 2016), it is recommended to improve changing facilities at King George V Recreation ground. As such, ADC's recommended action includes: a review of the maintenance regime to sustain and improve quality, consider pitch reconfiguration to better accommodate youth 11v11 demand, and finally explore options for funding to improve changing facilities.
- 3.22 Just beyond the immediate 720m buffer, located southwest of the Site, is Arun Leisure Centre and the Felpham Recreation Ground, and to the southeast of the Site is Middleton Sports Club.
- 3.23 Arun Leisure Centre is approximately 2km in distance, which is equivalent to a 25-minute walk or 5-minute drive, from the Site and shares outdoor sports facilities Felpham Community College. The Leisure Centre offers a range of indoor sporting activities including a gym, fitness classes and swimming pool. The Leisure Centre (via Felpham Community College) also has outdoor sports provision with associated changing facilities including four floodlit tennis courts, a full size 3G pitch approved by the FA for hosting competitive football matches and which is World Rugby compliant and used by Bognor RUFC.
- 3.24 Felpham Recreation Ground is approximately 1.9km in distance, which is equivalent to a 27-minute walk or 5-minute drive, from the Site. The Recreation Ground provides a grass cricket pitch with non-turf wicket that is used by Aldwick Cricket Club. ADC's Playing Pitch Assessment (August 2016) states maintenance as an issue with this recreation ground and the clubhouse/changing facilities as poor as they are generally dated and in need of repair. A grass football pitch with fixed goals is available for informal use.
- 3.25 Middleton Sports Club is approximately 2.5km in distance, which is equivalent to a 30-minute walk or 6-minute drive, from the Site. The sports club is a members' only club but is an inclusive club, welcoming guests and new joiners. The Club offers both indoor and outdoor sports provision with ancillary changing room facilities. In respect of outdoor sports provision, the Club has: a grass cricket pitch with non-turf wicket, an artificial grass pitch (AGP) for

hockey, four floodlit and two non-floodlit tennis courts and one outdoor bowling green. Middleton Sports Club has been assessed in ADC's Open Space, Sport and Recreation Study (March 2009) as being the second highest scoring outdoor sports facility across the whole of the ADC area with regards to quality (with a quality score of 96%).

- 3.26 The analysis demonstrates that there is access to grass pitches within a 15-minute walktime of the Site as required by ADC's accessibility standard, and also a golf course. Access to tennis courts, a bowling green and cricket pitches are just beyond the required accessibility standard. The analysis has identified a range of quality in the existing outdoor sports provision, with opportunities for improvement.

4.0 SUMMARY OF FINDINGS AND RECOMMENDATIONS

- 4.1 This Audit has identified that there is a range of outdoor sports provision within proximity to the Site that meets ADC's accessibility standards.
- 4.2 ADC standards require access to grass pitches, tennis courts and bowling greens within a 15-minute walktime and access to synthetic turf pitches and golf courses within a 20-minute drivetime.
- 4.3 Within a 15-minute walktime of the Site there is access to the King George V Recreation Ground which provides grass pitches for football, along with changing facilities. However, the pitches are not floodlit and the Council's evidence base identifies that the quality of the facilities are poor and in need of improvement.
- 4.4 Bognor Regis Golf Club adjoins the Site and is therefore also within a 15-minute walktime of the Site; well within ADC's accessibility standard of a 20-minute drivetime.
- 4.5 There are no tennis courts or bowling greens within a 15-minute walktime of the Site as required by the ADC accessibility standard. However, floodlit tennis courts are available at two sites located just beyond the required distance: Arun Leisure Centre (x4 courts) and Middleton Sports Club (x4 floodlit and x2 non-floodlit courts). Middleton Sports Club also provides a hockey pitch and bowling green. Cricket pitch provision is available at Felpham Recreation Ground.
- 4.6 Within a 20-minute drivetime of the Site there is access to synthetic turf pitches; three of which are full-sized 3G pitches. One of the full-sized 3G pitches is located close to the Site at Arun Leisure Centre (Felpham Community College), however, the pitch is deemed to be of poor quality. There are a number of smaller 3G pitches within a 20-minute drivetime that are not suitable for match play but can be used to accommodate training demand, social use and small-sided commercial leagues.
- 4.7 Demand for outdoor sports provision will increase with further housing development and ADC's evidence base has identified the need to explore options to reduce identified deficiencies in outdoor sports provision across the District. However, this Audit has identified that the Site is well-served by outdoor sports provision, with access within or just marginally beyond the required accessibility standard.
- 4.8 The existing outdoor sports provision located closest to the Site provides for a full range of outdoor sporting activities and therefore plays a vital role in the delivery of outdoor sports

provision across the Western Region. However, some of the existing provision has been deemed of low quality and in need of improvement.

4.9 In light of these findings, there is considered the potential to improve the quality of the existing facilities, rather than provide new facilities. In particular, the Audit has identified opportunities to improve facilities at the King George V Recreation Ground, Arun Leisure Centre (Felpham Community College) and Felpham Recreation Ground.

4.10 Such an approach would align with ADC's Playing Pitch Outdoor Sports Strategy Action Plan (August 2016) which provides a series of recommendations for the Western Region (in which the Site is located) including:

- improving football pitch quality to alleviate overplay, reduce shortfalls and to increase future capacity;
- seek to improve quality of cricket pitches where possible;
- improve changing facilities servicing Felpham Recreation Ground;
- improve changing facilities at King George V Recreation Ground; and
- explore feasibility of increasing 3G pitch stock by one to alleviate training shortfall.

4.11 The Action Plan identifies that all sports related site development or enhancement is subject to financial viability.

4.12 Further discussions should take place with ADC to determine whether a financial contribution towards improving existing outdoor sporting facilities would suffice, in lieu of providing new playing pitches and changing facilities on-site within the Development.

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Arun District Council

REPORT TO:	Environment Committee
SUBJECT:	Changing Places Toilets Alternative Venue
LEAD OFFICER:	Nat Slade – Group Head of Technical Services
LEAD MEMBER:	Councillor Edwards
WARDS:	All

CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION:

The installation of a Changing Places Toilet supports the Council Vision priority of Improving the Wellbeing of Arun by supporting the most vulnerable people to access toilet and changing facilities safely and with dignity. Government policy promotes the idea of “community participation” and “active citizenship”. The provision of Changing Places Toilets furthers this aim.

DIRECTORATE POLICY CONTEXT:

Changing Places Toilets (CPTs) contribute to the Council’s commitment of creating an inclusive environment. The Equality and Diversity Policy 2014 sets out how the Council supports the Equality Act 2010. CPTs are an example of a “reasonable adjustment”. Arun have produced a Changing Places Toilets Guidance document that also highlights the Council’s commitment to being inclusive and welcoming.

The Council’s adopted planning guidance Changing Places Toilets Guidance: Planning and Sustainable Development seeks to have CPTs installed in large scale public developments such as cultural settings and sports and leisure facilities. The installation of more CPTs in the district will make the area more accessible to people with complex disabilities, including those with profound and multiple learning disabilities. Everyone should be able to access public toilet facilities that meet their needs and allow them to enjoy public spaces.

FINANCIAL SUMMARY:

In September 2021 the Environment and Neighbourhoods Committee endorsed the submission of an application for Changing Places Toilets grant funding for six venues. The Regis Centre was one of the venues selected. Arun District Council (ADC) were awarded £40,000 grant funding from Changing Places Levelling Up Fund for the Regis Centre CPT with an additional £42,000 of ADC top up funding also allocated. The grant funding can no longer be used for the Regis Centre CPT due to rescheduling of the refurbishment project. The Council can however reallocate the grant funding, subject to the Funding Body’s approval, for the installation of a CPT at Arun Leisure Centre. The proposal is for the grant to be reallocated to fund a CPT at the Arun Leisure Centre. The £40,000 ADC funding that would have been needed for the CPT at Arun Leisure Centre will be reallocated to the Regis Centre CPT. Authority for reallocation (virement) of ADC funds falls within existing officer delegations. The recommendation, subject to the funding body’s approval, secures the grant money and secures the funding to enable delivery of CPTs at both the Regis Centre and Arun Leisure Centre.

1. PURPOSE OF REPORT

- 1.1. To seek approval to reallocate grant funding. To explain the requirement to reallocate funding to a different venue. To outline the importance of installing a Changing Places Toilet at Arun Leisure Centre.

2. RECOMMENDATIONS

- 2.1. It is recommended that the Committee agree to the reallocation of £40,000 grant funding for a Changing Places Toilet from the Regis Centre, Bognor Regis to Arun Leisure Centre, Felpham in order to secure the grant funding needed to enable Changing Places Toilets to be delivered at both locations.

3. EXECUTIVE SUMMARY

- 3.1. Following a decision to endorse support the Changing Places Toilets Expression of Interest at the Environment and Neighbourhoods Committee meeting on 23rd of September 2021, authority is sought to reallocate the grant funding to an alternative venue. Owing to the rescheduling of refurbishment works to the Regis Centre the Changing Places Toilet will be ineligible for the Changing Places Toilets grant funding.
- 3.2. It is proposed that the grant funding should be reallocated to Arun Leisure Centre. Due to grant funding timescales this is the only venue option which will be able secure the grant funding. Authority is sought to support the reallocation of grant funding from the Regis Centre to Arun Leisure Centre.

4. DETAIL

- 4.1. Local Authorities were given the opportunity to apply to install life-enhancing CPTs in public places and tourist attractions, allowing the creation of facilities in areas where users want them most.
- 4.2. There are currently around 1,200 registered CPTs in England – these are larger accessible toilets for people who cannot use standard accessible toilets; They have equipment such as hoists, privacy screens, disabled toilets, adult-sized changing benches, and space for Carers. Over 250,000 people in the country need these facilities to enable them to get out and about and enjoy the day-to-day activities many of us take for granted.
- 4.3. Arun District Council was successful in the funding bid and awarded £227,000 on the 24th of March 2022. This was to install six CPTs across the district. The six locations were the Regis Centre, Hotham Park, Crown Yard, The Wildfowl and Wetland Trust Centre, Coastguards Toilets, and The Street Public Toilets Rustington. These CPTs, with the exception of the Regis Centre, are in the process of being designed and installed to schedule. They will all be completed by March 31st 2024, the final date for funding eligibility.

- 4.4. Arun Leisure Centre has been suggested as a new venue to apply the grant funding to for a CPT by the Property and Estates team. This CPT can be installed very quickly as the changing rooms are in the process of being refurbished. A contractor is on site, and work is due to be completed by July 2023. There is a designated changing area which is an ideal space for a CPT. Designs have already been discussed with Muscular Dystrophy UK who administer the grant funding.
- 4.5. Arun Leisure Centre is a sports and leisure facility centre operated by Freedom Leisure on behalf of Arun District Council. It has two swimming pools, a weights room, MUGA, 3G artificial pitch, fully equipped gym and cycling studio. There are squash courts, dry and wet changing facilities and a café along with a 6-court sports hall and 2 court gymnasium. Arun leisure centre is also used by Felpham Community School. The centre is very accessible and has disabled parking, automatic doors, pool hoist and showers.
- 4.6. The centre is near to Butlins holiday resort, drawing high numbers of visitors to the area many of whom visit the leisure centre. The leisure centre is also near Felpham and the six villages, which do not currently have a CPT facility.
- 4.7. Following consultation with over 10 groups, including disability interest groups, leisure centres were highlighted as a good location. Also, research conducted by the Research Institute for Disabled Consumers, showed one of the top venues to be sports and leisure centres.
- 4.8. The CPT would be located within the building and incorporated into the changing room refurbishment. It would be accessible to the general public during opening hours seven days a week. The leisure centre staff will be able to monitor access, something which is proving an issue at other locations.

Summary

- 4.9. The reallocation of budget is vital to ensure the grant funding is secured by the council. The provision of a CPT in Arun Leisure Centre as well as at the Regis Centre would be of significant benefit to residents and visitors with complex disabilities and their Carers.

5. CONSULTATION

- 5.1. Consultation has taken place with Muscular Dystrophy UK and the Changing Places Levelling Up Funders.

6. OPTIONS / ALTERNATIVES CONSIDERED

- 6.1. To not endorse the reallocation of grant funding to the Arun Leisure Centre and to return the £40,000. This would leave the proposed CPT at the Regis Centre unfunded.

- 6.2. To allocate the grant funding to another venue. There is insufficient time available to install a CPT elsewhere within the grant timescales so this is not a deliverable option.

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

- 7.1. The proposal, subject to grant funder approval, maximises the funding for Changing Places Toilets in the District.

8. RISK ASSESSMENT CONSIDERATIONS

- 8.1. The funding has specific time schedules and if we do not allocate it to the leisure centre, we will not receive the £40,000 grant funding. It would not be possible to complete the installation at any other location in the district in the time available. We would miss the chance to install a much-needed CPT facility in this venue, as refurbishment is already under way and funding would not be available otherwise.
- 8.2. The allocation of the grant from the Regis Centre CPT to the Arun Leisure Centre CPT is subject to the Funding body's Board approval. Discussions have been had with the funding body who have relayed that they are supportive.
- 8.3. The proposed delivery of the CPT at the Regis Centre is part of the wider Regis Centre refurbishment project and subject to the risks and progress of that project with the design not yet finalized. The availability of funding for a CPT at the Regis Centre does not therefore guarantee its delivery. Oversight of the Regis Centre refurbishment project falls within the remit of the Policy & Finance Committee.

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

- 9.1. Subject to the Funding Body agreeing to the re allocation, there are no additional Legal or Governance implications

10. HUMAN RESOURCES IMPACT

- 10.1. The proposals do not have human resources implications.

11. HEALTH & SAFETY IMPACT

- 11.1. Health and safety will be controlled within the management of the Regis Centre refurbishment project and the Arun Leisure Centre changing room refurbishment project.

12. PROPERTY & ESTATES IMPACT

- 12.1. The CPT at Arun Leisure Centre will need to be maintained by the Council's Property and Estates team.

13. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

- 13.1. The installation of CPTs at both locations would have a positive impact on people with complex disabilities and impairments and their Carers and support Arun District Councils Equality Policy 2014 and adopted Changing Places Toilets Guidance: Planning & Sustainable Development.

14. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

- 14.1. People would not need to travel in vehicles as far to reach a Changing Places Facility if there were more in the district. This should, therefore, reduce carbon emissions and air pollution.

15. CRIME AND DISORDER REDUCTION IMPACT

- 15.1. There are no direct crime and disorder impacts from this proposal.

16. HUMAN RIGHTS IMPACT

- 16.1. The proposal does not adversely impact on human rights.

17. FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

- 17.1. There are no specific Freedom of Information or Data Protection Consideration issues arising from the proposals of this report.

CONTACT OFFICER:

Name: Helen Cooper
Job Title: Energy Efficiency Officer
Contact Number: 01903 737743

BACKGROUND DOCUMENTS:

Equalities Impact Assessment
[Report to & Decision of Environment Committee September 2021 - Changing Places Toilets Expression of Interest](#)
[Changing Places Toilets Guidance: Planning & Sustainable Development](#)
[Equality & Diversity Policy](#)

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EQUALITY IMPACT ASSESSMENT

Name of activity:	Changing Places Toilets Alternative Venue	Date Completed:	08/02/2023
Directorate / Division responsible for activity:	Place	Lead Officer:	Helen Cooper
Existing Activity	N	New / Proposed Activity	Y
		Changing / Updated Activity	N

What are the aims / main purposes of the activity?

Authority is being sought from Committees to provide an alternative Changing Places Toilets (CPTs) in the district. Changing Places Toilets are larger accessible toilets for severely disabled people, with equipment such as hoists, privacy screens, adult-sized changing benches, peninsula toilets and space for carers.

What are the main actions and processes involved?

Proposal to install large specialist toileting facility to Arun Leisure Centre to support severely disabled people including those with profound and multiple learning difficulties.

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

Severely disabled people including those with profound and multiple learning difficulties and their Carers and families.

Have you already consulted on / researched the activity?

Yes, ten different disability groups, organisations and charities have been consulted. Muscular Dystrophy UK have looked at the design and Changing Places Levving Up funders have been consulted.

Arun District Council has also previously produced a Changing Places Toilets Guidance document which sets out the council's commitment to being inclusive and welcoming and that CPTs are viewed as a "reasonable adjustment" under the Equality Act 2010.

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, children)	No	
Disability (people with physical / sensory impairment or mental disability)	Yes	This will provide a specialist toileting facility at Arun Leisure Centre. This will have a highly positive impact as often without these facilities this group are unable to access these areas and attractions. Over 250,000 people in the country need these facilities to enable them to get out and about and enjoy the day-to-day activities many of us take for granted.
Gender reassignment (the process of transitioning from one gender to another.)	No	
Marriage & civil partnership (Marriage is defined as a 'union between a man and a woman'. Civil partnerships are legally recognized for same-sex couples)	No	
Pregnancy & maternity (Pregnancy is the condition of being pregnant & maternity refers to the period after the birth)	No	
Race (ethnicity, colour, nationality or national origins & including gypsies, travellers, refugees & asylum seekers)	No	
Religion & belief (religious faith or other group with a recognised belief system)	No	
Sex (male / female)	No	

Sexual orientation (lesbian, gay, bisexual, heterosexual)	No	
Whilst Socio economic disadvantage that people may face is not a protected characteristic; the potential impact on this group should be also considered	No	

What evidence has been used to assess the likely impacts?

The Changing Places Consortium is a group of organisations working to support the rights of people with profound and multiple learning disabilities and/or other physical disabilities. This is chaired by the charity Muscular Dystrophy UK . Established in 2005, the Consortium research and campaigns for Changing Places to be installed in all big public spaces so people can access their community. Their research has shown over 250,000 people in the country need these facilities to enable them to get out and about and enjoy activities and attractions.

Research conducted by the Research Institute for Disabled Consumers, showed the requirement for these facilities and the top locations where these facilities should be made available were country parks, open spaces, sports and leisure centre and tourist attractions. Arun Leisure Centre is one of these desired locations.

Decision following initial assessment

Continue with existing or introduce new / planned activity

Y

Amend activity based on identified actions

N

Action Plan

Impact identified	Action required	Lead Officer	Deadline
Positive impact of request for funding for CPT	Submission of request to include Arun Leisure Centre CPT	Helen Cooper	13/03/2023

Monitoring & Review

Date of last review or Impact Assessment:

Date of next 12 month review:

Date of next 3 year Impact Assessment (from the date of this EIA):

Date EIA completed:

08/02/23

Signed by Person Completing:

H Cooper

Environment Committee	<u>Report Author</u>	<u>Date of Meeting</u>	<u>Time</u>	<u>Full Council Meeting Date</u>
Cleansing contract May 2022	Oliver Handson	19-May-22	6pm	13.7.22
Update from the Beach Access Working Party (information update)	Chair			
Keystone update	Joe Russell-Wells	14-Jul-22	6pm	14.9.22
Options for Introducing Further Controls on the Quality of Houses in Multiple Occupation	Louise Crane			
Update from the Beach Access Working Party (information update)	Chair			
Potential increase in the number of designated Bathing Waters in Arun District	Roger Spencer			
Update from the Beach Access Working Party (information update)	Chair	22-Sep-22	6pm	9.11.22
Q1 KPI Reporting	Michael Rowland			
Coastal Pollution Framework				

Environment Committee	<u>Report Author</u>	<u>Date of Meeting</u>	<u>Time</u>	<u>Full Council Meeting Date</u>
Bersted Brooks Country Park project	Joe Russell-Wells	17-Nov-22	6pm	18.1.23
East Hants Enforcement Agreement	Dan Cox/Oli Handson			
Sunken Gardens	Rachel Alderson			
Tree Planting Update	Oliver Handson			
Approval of virement for additional costs relating to the combined cleansing services contract.	Oliver Handson			
Parking Services Review	Nat Slade			
Q2 KPI Reporting				
Parks / Greenspace Strategy	Oliver Handson	31-Jan-23	6pm	15.3.23
King George V Section 106 Report	Joe Russell-Wells			

Environment Committee	<u>Report Author</u>	<u>Date of Meeting</u>	<u>Time</u>	<u>Full Council Meeting Date</u>
Empty Property Strategy 2023-2028	Louise Crane			
Bathing Water Quality	Neil Williamson			
Update from the Beach Access Working Party (information update)	Chair of Beach Access Working Party			
Committee Revenue & Capital Budgets 2023/2024	Carolyn Martlew			
Variation to Parking Charges	Lisa Emmens			
Q3 KPI Reporting				
Environment Committee Special		<u>Date of Meeting</u>	<u>Time</u>	<u>Full Council Meeting Date</u>
Lawn Tennis Association funded improvement project for Arun's tennis sites.		27.02.23	6 pm	15.03.23
Outdoor Sports Provision, Felpham				
Beach Access Working Report				

Environment Committee	<u>Report Author</u>	<u>Date of Meeting</u>	<u>Time</u>	<u>Full Council Meeting Date</u>
Changing Places Toilets Alternative Venue				