



Public Document Pack

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Committee Manager Helen Burt (ext. 37614)

6 June 2023

ENVIRONMENT COMMITTEE

A meeting of the Environment Committee will be held in **Council Chamber, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF** on **Thursday 15 June 2023 at 6.00 pm** and you are requested to attend.

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

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 **Wednesday 07 June 2023** in line with current Committee Meeting Procedure Rules.

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

3. **MINUTES**

(Pages 1 - 10)

The Committee will be asked to approve as a correct record the Minutes of the Special Environment Committee meeting held on 27 February 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. **START TIMES**

The Committee is required to agree its start times for meetings for the year 2023/24.

7. **PLAY AREA IMPROVEMENT 2023/24**

(Pages 11 - 16)

This report provides a summary of the proposed projects to make improvements at Lion's Den, Brookfield Adventure and Bluebell play areas in Littlehampton. The report recommends that the funding allocated from the capital play funding budget should be drawn down and allocated for expenditure at the play areas, and that contracts are awarded to the preferred suppliers following a procurement process for the delivery of the schemes.

[20 Minutes]

8. PUBLIC SPACE PROTECTION ORDERS FOR DOGS (Pages 17 - 26)

This report seeks approval to commence public consultation on proposals to extend the current Public Space Protection Orders (PSPO) for the control of dogs, which expire on 5 November 2023, for a further three years until 2026.

[15 Minutes]

9. BATHING WATER QUALITY (Pages 27 - 32)

This report provides an update on the actions taken to investigate and address the causes of the Poor bathing water classification for the Bognor Regis Aldwick.

[20 Minutes]

10. KEY PERFORMANCE INDICATORS 2022-2026 - QUARTER 4 END OF YEAR PERFORMANCE REPORT FOR THE PERIOD 1 APRIL 2022 TO 31 MARCH 2023. (Pages 33 - 38)

This report sets out the performance of the Key Performance indicators at Quarter 4 and end of year for the period 1 April 2022 to 31 March 2023.

[10 Minutes]

11. COUNCIL VISION 2022-2023 ANNUAL REPORT (Pages 39 - 58)

The Council Vision 2022-2026 was approved at Full Council in March 2022. To support the Vision, we have a comprehensive set of measurable performance indicators which allow us to identify how well we are delivering across a full range of services. Two kinds of indicators were agreed at the Policy and Finance Committee on 17 March 2022. The first of these are the subject of this report, the 'Vision Indicators' and this is the first annual report on them. These annual indicators primarily update the progress against strategic milestones.

Covered in a separate report are the Key Performance Indicators which are primarily numeric and measured and reported quarterly to Committees.

[10 Minutes]

OUTSIDE BODIES - FEEDBACK FROM MEETINGS

12. WORK PROGRAMME (Pages 59 - 60)

The Committee is required to note the Work Programme for 2023/24.

[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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SPECIAL ENVIRONMENT COMMITTEE

27 February 2023 at 6.00 pm

Present: Councillors Chace (Vice-Chair in the Chair), Bicknell, J. English (Substitute for Edwards), P. English, Goodheart, Madeley, Needs, Wallsgrove and Worne

Councillor Pendleton was also in attendance for all or part of the meeting.

705. APOLOGIES

Apologies for absence had been received from Councillor Edwards.

706. DECLARATIONS OF INTEREST

Councillor P. English declared a Personal Interest in Agenda Item 8 as a Member of Felpham Parish Council and Chair of the Allotment and Open Spaces Committee.

Councillor J. English declared a Personal Interest in Agenda Item 8 as a resident of Felpham.

Councillor Madeley declared a Personal Interest in Agenda Item 8 as a Ward Councillor of Felpham West.

Councillor Needs declared a Personal Interest in Agenda Item 9 as a Member of Bognor Regis Town Council.

707. MINUTES

The Minutes of the meeting held on 31 January 2023 were approved by the Committee. These would be signed at the end of the meeting.

708. 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.

709. PUBLIC QUESTION TIME

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

Environment Committee - 27.02.23

With the approval of the Chair and the Committee, Councillor J. English read a statement from Felpham Parish Council regarding the Section 106 agreements for Blakes Mead in Felpham.

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

The Chair welcomed Matt Glazier, Parks Investment Delivery Partner for the Lawn Tennis Association (LTA) and thanked him for coming to the meeting.

Upon the invitation of the Chair, the Environmental Services & Strategy Manager introduced the report, which he saw as a great opportunity, and handed over to the LTA Parks Investment Delivery Partner.

The LTA Parks Investment Delivery Partner gave an overview of the work of the LTA. He explained that parks were important as more people played tennis in a park than a more traditional setting, as was somewhere most people felt more comfortable playing for the first time and therefore a gateway into the sport. They had been working closely with local authorities over the past 9 years, providing support in terms of technology and awareness, and improving the ability for people to get onto the sites and enjoy playing tennis. They had found not all parks tennis facilities were in good enough condition to promote, which had been a barrier. The LTA had been able to secure a significant investment from Central Government of around £22million to improve the quality of parks tennis facilities and provide gate access. This had been topped up by £8million from their charity and they had been proactively targeting local authorities with parks tennis facilities they wanted to improve. They had been working on the correct operational model for Arun, in conjunction with the Council and Tivoli, across 4 sites. They had assessed what support and funding would be required to allow Tivoli, in partnership with the Council, to manage the sites more efficiently, encouraging more people to use them and ensuring the sites were sustainable. They had earmarked in the region of £54,000 of investment across the 4 sites - Swansea Gardens, Blakes Road, Norfolk Leisure Gardens and Maltravers Leisure Gardens.

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

- The report was welcomed and the charges thought reasonable. There was concern the £49 per year season ticket was too cheap and would not help to recoup money. The LTA Parks Investment Delivery Partner explained the fee was based on benchmarking across the region and the aim was to soften the move from being able to use the sight for free to a paid model. This could be reviewed.

- There was further concern regarding the season ticket prices being too cheap, and that booking of these sessions may dominate use of the court. It was suggested this should be raised to £149 per year, or the usage reduced from 4 hours per week to 1 hour. The Environmental Services & Strategy Manager explained the prices were at the discretion of Tivoli, but that a further discussion could be had.
- One Member felt there should be a half hour option for juniors too, with a rate of £2 for half an hour, and £4 per hour, and the rate for adult bookings should be double this cost. The Environmental Services & Strategy Manager explained they could also talk to Tivoli about these suggestions.
- Had thought been given to making tennis more accessible for people in wheelchairs? The LTA Parks Investment Delivery Partner explained that as part of the improvement the gate access would be fully accessible. Training would also be provided to local coaches to ensure the correct equipment was available and the right level of coaching could be provided to all users.
- Would there be concessions for disabled users? The Environmental Services & Strategy Manager said this could be looked at with Tivoli.
- Support was expressed for Officers reviewing the pricing structure with Tivoli.
- Questions were asked around the booking processes, and answers provided.
- It was suggested that specialist wheelchairs with straps and anti-tip mechanisms be made available for wheelchair users.
- Would reviewed charges come back to the Committee for approval? The Environmental Services & Strategy Manager explained this was an operational matter that would not usually require Member approval. This was a commercial decision and at the discretion of Tivoli and a requirement to obtain Member approval would delay the project. He confirmed he would take all comments from Members on board when discussing the pricing structure with Tivoli.
- One Member asked that the landscaping and signage around the tennis courts be looked at.

Councillor Bicknell proposed an amendment to the Officer recommendation as follows (additions have been shown in **bold** and deletions in ~~strike through~~):

That the Lawn Tennis Association grant funding for use as set out in this report ~~be approved~~ **with the price structure to be reviewed as laid out in the Committee meeting.**

The amendment was seconded by Councillor P. English, who had concerns over the unknown pricing structure.

Some Members had concerns about this amendment as it was felt it would be for Tivoli to set the fees.

Environment Committee - 27.02.23

The Director of Environment and Climate Change provided assurance that Officers would take the suggestions of Members on board regarding the pricing structure during conversations with Tivoli, and suggested authority be delegated to Officers for this, as this was an operational matter and not a matter for this Committee to decide.

The Chair adjourned the meeting for a short period.

Upon the meeting resuming, the amendment was withdrawn by Councillor Bicknell, with the agreement of the seconder, Councillor P. English. He felt reassured by Officers that they would go away and take on board the pricing structure discussed in the meeting. The seconder explained his understanding was that Officers would update the Chair and Vice-Chair, who would update the Committee. Any issues could be raised to the Chair and Vice Chair. This was confirmed to be correct by the Chair.

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

The Committee

RESOLVED

That the Lawn Tennis Association grant funding for use as set out in this report be approved

711. BEACH ACCESS FOR ALL, BOGNOR REGIS - BOGNOR REGIS BEACH ACCESS WORKING PARTY

[Councillor Needs declared a Personal Interest during discussion of this item as a Member of Bognor Regis Town Council]

The Chair welcomed Andrew Pearce, Engineering Team Service Manager from Coastal Partners and thanked him for coming to the meeting.

Upon the invitation of the Chair, the Chair of the Bognor Regis Beach Access Working Party introduced the item and explained there had been some really positive meetings, she felt good progress had been made and there had been some positive cross-party work on this in the Working Party. She then handed over to the Group Head of Environment and Climate Change who presented the report. He explained the report summarised the Working Party activities. It presented recommendations from the Bognor Regis Beach Access Working Party and next steps for providing practical achievable steps in improving access for all to the beach. He handed over to Andrew Pearce, Engineering Team Service Manager from Coastal Partners, who gave an overview of Coastal Partners, and how they had assisted the Bognor Regis Beach Access Working Party with the recommendations and report.

The Group Head of Environment and Climate Change explained the recommendations and that the delivery of several of small actions would make it possible for more people to access the beach. It was envisaged the outcome of the work could be applied to improve access to all of Arun's beaches.

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

- Support was offered for the report by several Members, with one Member stating the Working Party and Officers involved should be commended for the report.
- One Member was very pleased that there was a way forward and pleased the report talked about making the beach accessible for all.
- How would wheelchair users be kept safe whilst using ramps being used for water sports? The Group Head of Environment and Climate Change explained there would be a survey carried out of all ramps to see which were more suitable, and it was likely conversations would be had with the users running the ramps for water sports, to see if any agreements could be made.
- How would it be decided which were appropriate locations for matting and decking? The Group Head of Environment and Climate Change explained that engagement would take place with stakeholder groups around the most appropriate locations.
- There was excitement for the clearing and checking of ramps.

The recommendation was proposed by Councillor Madeley and seconded by Councillor Wallsgrove.

The Committee

RESOLVED

That the report to Committee and the Minutes of the Bognor Regis Beach Access Working Party 06 February 2023, had been received, and 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, had been noted.

Environment Committee - 27.02.23

712. OUTDOOR SPORTS PROVISION, FELPHAM

[During discussion of this item Councillor Madeley re-declared her interest as Felpham Ward Councillor]

Upon the invitation of the Chair, the Group Head of Environment and Climate Change presented the report to Committee, which was regarding the provision of sports facilities in Felpham. The development at Blakes Mead in Felpham (formerly known as Site 6) had a Section 106 Agreement that was set to provide sports facilities on site. The policy for the provision of outdoor sports had been updated alongside other sporting bodies such as Sport England, to improve existing facilities and develop them as hubs to benefit the wider community. If agreed, the developer would instead provide an off-site sum for outdoor sports facilities in Felpham, and would transfer the site as landscaped public open space to the Council and provide a commuted sum for future maintenance. In addition, a sum would be provided for the project management of delivering those facilities. The report sought approval to accept the proposals.

Since the development had gained planning permission, the Council had developed guidance for sports provision through a playing pitch strategy to support the Local Plan, which was in line with sporting bodies' policies including that of Sport England. This review took into account the strategies which supported the Local Plan, including an audit of the existing facilities. The study found there was potential to improve the quality and capacity of nearby existing facilities. This aligned with the Playing Pitch Outdoor Sports Strategy Action Plan.

The Group Head of Environment and Climate Change drew Members' attention to the sums in 4.3 and indicative plan illustrating the proposal at Appendix 2. Concern had been raised regarding the previous planned location of a changing facility which could be subject to vandalism, being located away from the natural surveillance provided in residential areas. This proposal removed this risk. The proposal would enable additional tree planting, which would not be possible if there was a sports pitch at the location. The Arun Local Football Facilities Plan, developed with the Football Foundation, had recommended improvements of the facilities at King George V at Felpham, specifically improvement of the grass pitches to improve capacity and the provision of a new changing pavilion. The Group Head of Environment and Climate Change explained this was an opportunity to use the sum to improve sports facilities in Felpham, which were long overdue.

In the development of a project to use these Section 106 sums, the Council would carry out consultation with the public and stakeholders including Felpham Parish Council. King George V was an obvious starting point for this. This would then be brought back to Committee for update or approval.

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

- Felpham Parish Council felt let down on discussions prior to this report.
- The previous suggested location was at risk of vandalism.

- The Pavilion on King George V needed a massive update and the opportunity for a franchise to serve refreshments/meals.
- How could it be guaranteed that the field turned into open space would not be built on? The Group Head of Environment and Climate Change explained the land would be transferred to the District Council and maintained as public open space, which would be protected under the Local Plan.
- There were many trees on site that were dead. How would this be monitored and ensured they were replaced? The Group Head of Environment and Climate Change explained they were working with the developers to ensure these trees were replaced prior to the land being transferred to the Council.
- It was felt stakeholder consultation was important.
- One Member was unsure how they felt regarding this, as did not feel they had a good understanding of resident opinion regarding this issue.
- The parking at King George V was very bad and it was very important this was considered.
- Were there plans for a 3G pitch? The Group Head of Environment and Climate Change confirmed there was not.

A non-Committee Member given permission to speak said that the parking around King George V was a real problem, and it was hoped this would be taken account of during any renovations.

The recommendations were proposed by Councillor Goodheart and seconded by Councillor Chace.

The Committee

RESOLVED that

- 1) 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, which aligns with the Council's outdoor sports strategy, be approved
- 2) The drawdown of the off-site sum, the project management sum and Public Open Space commuted maintenance sum be approved. 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.

713. CHANGING PLACES TOILETS ALTERNATIVE VENUE

Upon the invitation of the Chair, the Group Head of Technical Services presented the report to Committee. Following a decision to support the Changing Places Toilets Expression of Interest at the Environment and Neighbourhoods Committee meeting on 23 September 2021, authority was 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 would be ineligible for the Changing Places Toilets grant funding. It was proposed that the grant funding should be reallocated to Arun Leisure Centre. Due to grant funding timescales this was the only venue option which would be able to secure the grant funding. Authority was sought to support the reallocation of grant funding from the Regis Centre to Arun Leisure Centre.

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

- Was there an opportunity to discuss other locations for the Changing Places Toilet? It was confirmed there was not.
- Was it guaranteed that the money would go towards a Changing Places Toilet at the Regis Centre? The Group Head of Technical Services explained the proposal maximised funding for Changing Places toilets in the District, and the intention was that this would be provided at the Regis Centre, however this would be subject to the funding body's approval.
- Was there a need for an additional Changing Places toilet on the beach? The Group Head of Technical Services explained there had been consultation undertaken in preparation for the Changing Places Toilets programme, and as there was some very expensive equipment installed as part of this, the best practice was for those to be located inside managed facilities.

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

The Committee

RESOLVED

That 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, be agreed

714. OUTSIDE BODIES

There were no updates from Members regarding Outside Bodies.

715. WORK PROGRAMME

The Committee noted the Work Programme.

(The meeting concluded at 7.43 pm)

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Arun District Council

REPORT TO:	Environment Committee – 15 June 2023
SUBJECT:	Play Area Improvements 2023/24
LEAD OFFICER:	Philippa Dart – Director of Environment and Communities and Joe Russell-Wells – Group Head of Environment and Climate Change
LEAD MEMBER:	Councillor Sue Wallsgrove
WARDS:	Beach, Brookfield
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: <p>Improvements at Lion's Den, Brookfield Adventure and Bluebell play areas 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. The improvements support the delivery of the objectives set out in the Council's Play Strategy 2018-2028. The play areas are designated priorities in the Play Strategy and the Council is committed to ensuring that these play areas are improved in line with best practice.</p>	
DIRECTORATE POLICY CONTEXT: <p>The improvement projects at Lion's Den, Brookfield Adventure and Bluebell play areas sit within the Environment and Communities Directorate plan.</p>	
FINANCIAL SUMMARY: <p>Full Council on 9 March 2023 approved the following capital budget for 2023/24 play area improvements as follows:</p> <ul style="list-style-type: none"> • £100K at Lion's Den • £80K at Brookfield Adventure • £25K at Bluebell play area <p>There may be opportunities for partnership funding contributions to increase the available budget.</p>	

1. PURPOSE OF REPORT

- 1.1. This report seeks approval to drawdown the funding allocation from the Arun District Council (ADC) capital funding budget 2023/24, for expenditure at Lion's Den, Brookfield Adventure and Bluebell play areas to meet the requirement of the Play Strategy 2018-2028. The report also seeks approval to award construction contracts for the delivery of the play area enhancements.

2. RECOMMENDATIONS

The Committee is requested to:

- 2.1. Approve the drawdown and expenditure of £205K funding allocated from the capital play budget plus any other partnership funding that may be made available to carry out improvements at Lion's Den, Brookfield Adventure and Bluebell play areas and deliver an objective from the Council's play strategy 2018-2028.
- 2.2. Approve that a procurement process is undertaken for design and build contracts and to enter into contract(s) for up to £205K (subject to recommendation 2.3) with preferred bidder(s) in order to carry out play area improvements at Lion's Den, Brookfield Adventure and Bluebell play areas.
- 2.3. Delegate authority to Officers to increase the contract value(s) at recommendation 2.2 should additional funding become available ahead of, during, or following the procurement process.

3. EXECUTIVE SUMMARY

- 3.1. This report provides a summary of the proposed projects to make improvements at Lion's Den, Brookfield Adventure and Bluebell play areas in Littlehampton. The report recommends that the funding allocated from the capital play funding budget should be drawn down and allocated for expenditure at the play areas, and that contracts are awarded to the preferred suppliers following a procurement process for the delivery of the schemes.

4. DETAIL

4.1 Budget

The Council has identified £205K funding from the capital play budget for necessary play area improvements at Lion's Den, Brookfield Adventure and Bluebell play areas in Littlehampton.

4.2 Background

Lion's Den

The current play area at Lion's Den on Littlehampton's East Green is very popular with a range of different timber play equipment, some of which are showing signs of wear and tear and would benefit from being renewed. The play area is designated a 'District Priority' in the Council's play strategy 2018-2028 as it plays a significant role for both residents and visitors to the area. This means that the Council is committed to ensuring that the play area is improved in line with best practice to ensure it is one of the council's good quality play areas.

The play area would benefit from being updated and enhanced to improve the condition of the play area and provide better play opportunities for all ages. In

addition, the inclusivity of play area could be improved, with the provision of play equipment for those with a range of different abilities and incorporation of inclusive and sensory play equipment, and with improvements to accessibility for those with impaired mobility.

Brookfield Adventure

The play area at Brookfield is designated a 'Parish Priority' in the Council's play strategy 2018-2028 as it plays a significant role for residents within a parish area. The current Brookfield adventure play area comprises predominantly timber items which are extremely popular, some of which has degraded over time and would benefit from being updated. In addition, the fencing needs replacing.

The play area could be improved with the provision of different play features that offer play challenge for a range of different ages and abilities. In addition, the play area could be improved in terms of inclusivity for those with limited mobility and those in wheelchairs, to ensure that equipment can be accessed from a seated or standing position.

Bluebell

Bluebell play area is located in a residential area and provides play opportunities for the younger age range. The play area is designated a 'Parish Priority' in the Council's play strategy 2018-2028 as it plays a significant role for residents within a parish area. Small scale improvements will be made to update the play offering for younger age groups (children up to the age of 12).

4.3 Proposed Scope

It is proposed to enhance the existing play areas at Lion's Den, Brookfield Adventure and Bluebell including installation of new play equipment for a range of ages and improvements to the surfacing. Improvements will also be made to the inclusivity and accessibility of the play areas to ensure play opportunities for a range of different abilities.

4.4 Public Consultation

The Council will carry out public consultations to determine the opinions of local site users which will feed into the design briefs for the proposed improvements.

4.5 Procurement

Following the public consultations, the Council will undertake a tender process to procure a preferred supplier to carry out the improvement works.

4.6 Programme

The following table sets out the expected work programme:

Project Activities	Timescale
Public Consultation	Summer 2023
Tender Process for designs	Autumn – Winter 2023
Delivery	Spring – Summer 2024

5. CONSULTATION

- 5.1. Consultation will be carried out with the public and stakeholders including Littlehampton Town Council to obtain local opinions and determine the key requirements for the play area improvements. These key requirements will feed into the design brief issued to the play companies.

6. OPTIONS / ALTERNATIVES CONSIDERED

- 6.1. To approve the recommendations as set out in the report.
- 6.2. To not approve the recommendations and delay the improvement projects at Lion's Den, Brookfield Adventure and Bluebell play areas.

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

- 7.1. The Council's approved Capital Programme includes funding of £255,000 for Play Areas and the costs of the proposals in this report will be funded from that budget.

8. RISK ASSESSMENT CONSIDERATIONS

- 8.1 A risk assessment and method statement will be produced by the Principal Designer and 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. The contracts for all projects will be procured in accordance with the Council's contract standing orders and relevant legislation.

10.HUMAN RESOURCES IMPACT

- 10.1 There are no human resources implications arising out of this report.

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 play contractor/designers during the design phase, and health and safety will be managed by the play contractor as Principal Designer during the construction works. Proposed improvements will address degradation and wear and tear and thereby reduce potential health and safety risk.

12.PROPERTY & ESTATES IMPACT

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

13.EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

- 13.1. The play area improvements at Lion's Den, Brookfield Adventure and Bluebell Drive will help to improve the social and environmental well-being of the residents of Littlehampton, by providing better quality, safe play facilities for use by the whole community.
- 13.2. The improvements would allow the inclusivity at these play areas to be improved with the provision of play equipment for those with a range of different abilities. This would offer play opportunities for those in wheelchairs and with limited mobility, with the incorporation of inclusive and sensory play equipment which can be accessed from a seated or standing position.

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 play area improvement 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.

15.CRIME AND DISORDER REDUCTION IMPACT

- 15.1. Improvement of play 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.

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

CONTACT OFFICER:

Name: Rachel Alderson

Job Title: Principal Landscape and Projects Officer

Contact Number: 01903 737946

BACKGROUND DOCUMENTS:

[Play Strategy 2018-2028](#)

Arun District Council

REPORT TO:	Environment Committee 15 June 2023
SUBJECT:	Public Space Protection Orders for Dogs
LEAD OFFICER:	Karl Roberts, Director of Growth
LEAD MEMBER:	Cllr Sue Wallsgrove
WARDS:	All
CORPORATE PRIORITY/POLICY CONTEXT/CORPORATE VISION: Improving the wellbeing of Arun and supporting our environment to support us by ensuring responsible dog ownership, through proportionate use of public space protection orders to help control the presence of dogs, specify locations where dogs must be kept on a lead and to help regulate the fouling of land by dogs.	
DIRECTORATE POLICY CONTEXT: Helping to improve the social, economic, and environmental wellbeing of the District by supporting responsible dog ownership.	
FINANCIAL SUMMARY: No additional expenditure has been identified at this stage. Consultation can be carried out within existing resources.	

1. PURPOSE OF REPORT

- 1.1 This report seeks approval to commence public consultation on proposals to renew the current Public Space Protection Orders (PSPO) for the control of dogs, which expire on 5 November 2023, for a further three years until 2026.
- 1.2 A further report will be presented back to the Environment Committee on 7 September detailing the outcome of the consultation, with recommendations regarding renewal of the existing PSPO and any other changes or amendments advised.

2. RECOMMENDATIONS

- 2.1 That the Environment Committee approve undertaking of public consultation on proposals to renew the current PSPO for the control of dogs for a further three years.

Arun District Council

3. EXECUTIVE SUMMARY

- 3.1 This report seeks approval to commence public consultation on proposals to extend the current PSPOs for the control of dogs, which expire on 5 November 2023, for a further three years until 2026.

4. DETAIL

- 4.1 The Anti-social Behaviour, Crime and Policing Act 2014 introduced Public Spaces Protection Orders (PSPO) which allow local authorities to adopt measures for defined areas to combat anti-social behaviour. In October 2017 the existing Dog Controls transferred into PSPOs in Arun initially for a period of 3 years. In October 2020 the PSPOs were amended and renewed to November 2023.
- 4.2 A PSPO can last for up to three years, after which it must be reviewed. If the review supports renewal and other requirements are satisfied, then it may be renewed for a further three years. There is no limit on the number of times a PSPO may be reviewed and renewed.
- 4.3 The main aim of the current PSPO is to encourage responsible dog ownership whilst balancing the needs of dog owners and non-dog owners. The existing PSPOs are based on maintaining controls which have developed from byelaws over a period of 30 years, based upon feedback from the public, Council Officers and their practical experiences in managing land and enforcement issues in relation to dog controls.
- 4.4 The Anti-social Behaviour, Crime & Policing Act 2014 (ASB Act) gives local authorities powers to introduce PSPOs as a way of tackling persistent or on-going nuisance identified in specific locations where it is having a detrimental effect on the quality of life of the local community.
- 4.5 When used, a PSPO applies to everyone within a defined geographical area. The conditions imposed make sure that public spaces can be used and enjoyed free from anti-social behaviour. Failure to comply with the conditions of a PSPO can result in fixed penalty notice or prosecution.
- 4.6 Consultation is proposed on renewing the current PSPO for a further three years until November 2026.
- 4.7 In Summary the Council's PSPOs currently cover:
- 1) Fouling of Land by dogs
- Requires dog owners to remove faeces and this applies to any land which is open to the air and to which the public have access with the exception of:
 - a) Land used for agriculture or land used for forestry

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2) Dogs on Leads

- Requires dogs to be kept on leads:
 - Within cemeteries and churchyards;
 - Specific leisure gardens, fields, seafront leisure areas, part of the seafront and seafront areas; and
 - Specific lengths of promenades adjacent to excluded beach areas, between 1 May and 30 September each year.

3) Dogs Exclusions

- Excludes dogs from:
 - Children's play areas, tennis courts, putting greens, pitch and putt courses, adventure golf courses, crazy golf courses, bowls greens, BMX tracks, skate parks and games courts;
 - Specific leisure gardens and conservation areas; and
 - Specific lengths of beach.

4) Dogs on Leads by Direction

- Requires dog owners to put their dogs on a lead when directed by an authorised officer. This applies to any public land where a dog is considered to be out of control or causing alarm and distress, with the exception of
 - a) Land used for agriculture or land used for forestry.

If any conditions are breached a Fixed Penalty Notice (FPN) of £100 can currently be issued. Failure to pay can lead to prosecution and on summary conviction to a fine not exceeding Level 3 (currently £1,000) on the standard scale. The fine of £100 is discounted to £75 if paid within 14 days of issue.

4.8 Internal consultation has identified potential minor amendments to the current PSPO in relation to dogs on leads as set out below, based on Officers' experience in managing land and enforcement issues. It is proposed to include these within the public consultation.

- To include Place St Maur Bognor Regis. This site was refurbished last year and is now a busy open space with water fountains which are popular for children's play. The area also hosts events. Whilst it is not a formal play area in the traditional sense, it is proposed that a dogs on leads requirement is formalised here all year round for the protection of users. If necessary, this could mirror the seasonal dogs on leads requirement which runs along the nearby promenade.
- To include Hotham Park discovery garden. There are a number of existing restrictions within Hotham Park (boating lake dogs on leads, conservation area dog exclusion) and it is proposed to extend dogs on leads to the discovery garden which is primarily used for environmental/outdoor education purposes.

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- To include West Beach board walk. Increasing issues with dog fouling along the boardwalk. The boardwalk runs through the Site of Special Scientific Interest and Nature Reserve. Many people let their dog out of the car from the rope walk car park, therefore it is proposed that the area leading to the boardwalk by the toilets be dogs on leads.

4.9 Members have also been advised of the proposed consultation, and asked to provide comments on any further changes that may be required, so that these can be reviewed and included within the public consultation if appropriate.

5. CONSULTATION

5.1 Public consultation is proposed on renewing the current PSPO which expire on 5 November 2023 for a period of 3 years. Consultation is proposed via a survey accessed from the council's website, which will be publicised via social media.

5.2 Consultation will include internal stakeholders, as well as the chief officer of police, the crime commissioner, and appropriate community representative and owners and occupiers of land as required under section 72 of the ASB Act and guidance, including West Sussex County Council and the Town and Parish Councils.

5.3 A link to the existing PSPOs is provided in the background section of this report.

5.4 A further report will be presented back to the Environment Committee on 7 September 2023 detailing the outcome of the consultation, with recommendations regarding renewal of the existing PSPO.

6. OPTIONS/ALTERNATIVES CONSIDERED

6.1 Not to carry out further consultation. This would mean that the existing PSPOs would expire on 5 November 2023.

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

7.1 There are no additional financial implications arising from this report. Any costs arising as a result of the consultation process will need to be managed within the existing departmental revenue budget.

8 RISK ASSESSMENT CONSIDERATIONS

8.1 Failure to consult and renew the existing PSPO would mean the current PSPOs will expire on 5 November 2023, reducing the Council's ability to control anti-social behaviour associated with dogs.

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

- 9.1 No legal implications at this stage.

10 HUMAN RESOURCES IMPACT

- 10.1 No human resource impacts have been identified in connection with the proposals contained within this report.

11 HEALTH & SAFETY IMPACT

- 11.1 PSPOs provide an important means to control anti-social behaviour relating to dogs, thereby ensuring protection of the health and safety of the community. As the proposal is to consult on renewing the current PSPO no additional health and safety risks are anticipated.

12. PROPERTY & ESTATES IMPACT

- 12.1 No additional property and estates impacts have been identified from the proposals. Property and Estates will be included as an internal consultee.

13. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

- 13.1 A draft EIA has been completed and is attached at Appendix 1. This will be reviewed and updated following the public consultation.
- 13.2 The current PSPOs contain specific provisions which ensure that the PSPOs do not apply to a person who is registered as a blind, or who has a disability and is in charge of an assistance dog.

14. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

- 14.1 Maintaining arrangements to support management of dog fouling will help to reduce pollution of the environment and provides positive social value.

15. CRIME AND DISORDER REDUCTION IMPACT

- 15.1 PSPOs are declared under the Anti-social Behaviour, Crime and Policing Act 2014, and are designed to prevent anti-social behaviour relating to dogs. This report seeks approval to consult on renewing the existing PSPOs and thereby maintain existing arrangements for managing anti-social behaviour associated with dogs.
- 15.2 Should consultation not be undertaken then the existing PSPO will expire on 5 November 2023 reducing controls over anti-social behaviour associated with dogs.

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16. HUMAN RIGHTS IMPACT

- 16.1 Consultation will ensure that the public and stakeholders are able to provide feedback on the proposal to renew the existing PSPO, details of which will be reported back to the Environment Committee.

17. FREEDOM OF INFORMATION/DATA PROTECTION CONSIDERATIONS

- 17.1 Consultation feedback will be managed in accordance with GDPR provisions. Consultation responses reported back to committee and will be appropriately summarised and or redacted to ensure compliance with GDPR.
-

CONTACT OFFICER:

Name: Chris Arm
Job Title: Principal Licensing Officer
Contact Number: 01903 737748

BACKGROUND DOCUMENTS

Appendix 1, Equalities Impact Assessment

Public Space Protection Order relating to the control of dogs, 2020.
[PSPO 2020](#)

Public Spaces Protection Orders Guidance for Councils [PSPO Guidance](#)

Arun Beaches and Rules:
[Our beaches | Arun District Council](#)

Dog fouling
[Dogs | Arun District Council](#)

EQUALITY IMPACT ASSESSMENT

Name of activity:	Public Space Protection Orders for Dogs	Date Completed:	16/05/23
Directorate / Division responsible for activity:	Growth	Lead Officer:	Chris Arm
Existing Activity	X	New / Proposed Activity	Changing / Updated Activity

What are the aims / main purposes of the activity?

Approval is being sought to consult on proposals to renew the existing Public Space Protection Orders (PSPO) for dogs for another three years. PSPOs provide the council with powers to regulate certain activities relating to dogs, within defined areas.

What are the main actions and processes involved?

Legislation requires the Council to undertake consultation prior to renewing existing PSPO on the proposed restrictions and to outline the behaviours that the PSPO aims to tackle.

A further report will be made to committee following consultation, outlining the findings and any recommendations on renewal.

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

Benefits visitors and residents; Stakeholders include police, parish and town councils and internal services including greenspace, cleansing and community safety.

Have you already consulted on / researched the activity?

The previous consultation was carried out in 2020 prior to adoption of the current PSPO. This report is seeking approval to conduct consultation on renewal.

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	Restrictions within the PSPO could impact registered blind and others with a disability who are in charge of an assistance dog. The current PSPO include exemptions in relation to the above.
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 &	No	

including gypsies, travellers, refugees & asylum seekers)		
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	Yes	PSPOs create offences which can result in fixed penalty notices and/or prosecution and would be of a greater impact to people with lower income.

What evidence has been used to assess the impacts?

Officer insight and experience. Relevant comments from previous consultation. Existing PSPO for Dogs (2020).
Will be further reviewed and updated once the public consultation responses from 2023 public consultation have been considered.

Decision following initial assessment

Continue with existing or introduce new / planned activity	Y	Amend activity based on identified actions	N
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Action Plan

Impact identified	Action required	Lead Officer	Deadline
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Monitoring & Review	
Date of last review or Impact Assessment:	20/09/2020
Date of next 12-month review:	
Date of next 3-year Impact Assessment (from the date of this EIA):	

Date EIA completed:	16/05/2023
Signed by Person Completing:	C Arm

Arun District Council

REPORT TO:	Environment Committee 15 June 2023
SUBJECT:	Bathing Water Quality
LEAD OFFICER:	Nat Slade - Group Head of Technical Services
LEAD MEMBER:	Councillor Sue Wallsgrove
WARDS:	Aldwick East & West
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: <p>Improving the wellbeing of Arun by working with partners to ensure bathing water quality standards that encourage use of our bathing waters.</p> <p>Supporting our environment to support us by working with partners to manage bathing water quality and prevent pollution.</p> <p>Fulfilling Arun's economic potential, by working with partners to ensure bathing water quality standards that help make the best use of natural assets and help support the local economy.</p>	
DIRECTORATE POLICY CONTEXT: <p>The Bognor Regis (Aldwick) Bathing Water Quality Partnership Group aims to identify and action the causes of reduced bathing water quality at Bognor Regis Aldwick, thereby helping to improve the social, economic, and environmental wellbeing of the District.</p>	
FINANCIAL SUMMARY: <p>Participation in the Partnership Group and any investigations will be met within existing staff resource by reprioritising other work. The £15,000 of additional expenditure required to install the automated signs as per the report below will be met from resource switching from within existing resources.</p>	

1. PURPOSE OF REPORT

- 1.1. This report seeks to update the Environment Committee on progress with investigations to identify and address the causes of the Poor bathing water classification for Bognor Regis Aldwick.

2. RECOMMENDATIONS

- 2.1. That the Environment Committee note the progress of the Bognor Regis (Aldwick) Bathing Water Quality Partnership Group and investigations into the Poor bathing water classification at Bognor Regis Aldwick.
- 2.2. That the Environment Committee support the installation of automated bathing water signage at Aldwick, Littlehampton, Felpham, and Bognor Regis East.

3. EXECUTIVE SUMMARY

- 3.1. This report provides an update on the actions taken to investigate and address the causes of the Poor bathing water classification for the Bognor Regis Aldwick.

4. DETAIL

- 4.1. A previous report was provided to the Environment Committee on 31 January 2023, following notification of the change in bathing water classification for Bognor Regis Aldwick from the Good to Poor.
- 4.2. At that meeting the Committee resolved for staff and Ward Members for Aldwick East and Aldwick West to participate in a Bathing Water Working Group, working with Southern Water and the Environment Agency (EA) to identify and address the causes of the Poor bathing water classification for Bognor Regis Aldwick.
- 4.3. Since the last report to Committee, the working group known as the *Bognor Regis (Aldwick) Bathing Water Quality Partnership Group* has been established and has held two meetings at which Ward Members and Officers have been in attendance. Terms of reference have been established, with the purpose of the Partnership Group being to drive the improvement of the bathing water quality and provide assurance and commitment across the partnership organisations.
- 4.4. The Partnership Group meets quarterly with a rotating chair and limited secretariat provided by the EA. West Sussex County Council (Highways) have also agreed to participate in the Partnership Group. In addition, the Bognor Aldwick Steering Group, has been established and meets monthly to discuss and review the technical details of the investigations being carried out. A report from the Steering Group is provided to each Partnership Group meeting.
- 4.5. At present there is no clear linkage between the elevated sample results seen in 2022 and operation of storm overflows for Bognor Regis Aldwick and initial investigations have been focused on identifying misconconnections. This is where wastewater for example, from kitchen and bathrooms, has been connected to the surface water sewer, rather than the foul sewer.
- 4.6. Table 1. below provides a summary of the misconnection investigations completed as of 18 May 2023 – information provided by Southern Water.

Location	Manhole cover lift and look	Cage Monitoring	Sampling	Misconnections
Dark Lane area	34 out of 34 completed	Completed	Fluidion sampling for E.coli ongoing	5 identified, 4 resolved, 1 in progress
Victoria Road area	7 locations completed	Completed	All Ammonia samples returned	None identified

			Oppm	
Silverston Avenue area	38 completed	Completed (12 locations)	All Ammonia samples returned Oppm Fluidion sampling ongoing	None identified
Marine Gardens area	5 Locations completed	Completed	All Ammonia samples returned Oppm Fluidion sampling to be considered	None identified
Nyewood Lane area	22 completed	Completed	All Ammonia samples returned Oppm	None identified

- 4.7. Investigations so far have been targeted around five locations, with Southern Water carrying out visual checks and using cage monitoring, supported by targeted sampling to identify potential misconnections.
- 4.8. Ammonia testing is used as an indicator of faecal contamination, whereas Fluidion sampling is an in-situ method for identifying the presence of E. coli. This is a faecal indicator organism and one of the parameters sampled by the EA to determine bathing water classifications, the other being intestinal enterococci.
- 4.9. So far five misconnections have been identified all within the Dark Lane area, four of which have been resolved.
- 4.10. Data on second homes is also being reviewed to determine if further targeted investigations are needed due to occasional and seasonal use of properties, making misconnections less easy to identify.
- 4.11. Work is also being carried out to review mapping information to determine if additional locations should be targeted for similar investigations, and to establish if the catchment includes land in agricultural use.
- 4.12. Routine bathing water samples will continue to be taken by the EA during the bathing season, as part of the bathing water classifications process. DNA analysis will be considered should high results be found and will give further insight into potential sources of contamination. The EA are also planning to carry out outfall sampling during the season.

- 4.13. The Bathing Water Regulations 2013 require Local Authorities, during the bathing season, to display information at each designated bathing water detailing the classification and any advice against swimming. Further, as part of our participation in the short-term pollution risk forecasting (PRF) scheme, additional signage is required to be displayed when a PRF is issued.
- 4.14. PRFs are issued during the season at Aldwick, Littlehampton, Felpham and Bognor Regis East. This currently involves manually displaying signage when a PRF is issued and can mean delays in information being provided to the public due to the time taken to reach each location and post the required signage.
- 4.15. Automated signage would eliminate the need to manually place hand-written signs at each location when a PRF is issued, and mean information and any advice against swimming is available real-time.
- 4.16. Options to provide automated signage for displaying short-term pollution risk forecasts (PRF) are being evaluated. Powered signs can be supplied at a cost of approximately £1,600 per sign (excluding utility connections), with solar signs at approximately £2,500.
- 4.17. It is recommended that automated signage is installed at all four locations where PRFs are received. Southern Water have advised they intend to provide a contribution towards the majority of the costs of signage for two of the locations, the remaining costs will be met from existing budgets.

5. CONSULTATION

- 5.1. Standard consultation has been carried out with internal service areas.

6. OPTIONS / ALTERNATIVES CONSIDERED

- 6.1. To install automated signage at Aldwick only. Automated signage will improve the provision of information to the public when a PRF is issued, helping them to make informed decisions about bathing. This would prioritise signage at Aldwick, which is the focus of the Partnership Group, but still require signage to be manually displayed at the three other bathing waters subject to PRF.
- 6.2. Not to install automated signage. This would mean continuing with manual posting of information when PRFs are issued, and delays in information being provided to the public due to the time taken to mobilise staff to manually update signs at the four locations subject to PRF.
- 6.3. Not to continue to participate in the Partnership Group. This would mean the Council has no direct oversight nor is able to contribute to the activities of the Partnership Group, which may mean a less beneficial outcome.

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

- 7.1. The costs associated with the content of this report are £15,000 and can be met from resource switching from within existing resources.

8. RISK ASSESSMENT CONSIDERATIONS

- 8.1. By participating in the Partnership Group and contributing to the work being carried out to identify the causes of the Poor bathing water classification, the Council will ensure that best efforts are made to address these concerns.

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

- 9.1 There are no legal implications.

10.HUMAN RESOURCES IMPACT

- 10.1. There are no human resource impacts identified at this stage.

11.HEALTH & SAFETY IMPACT

- 11.1. There is a potential risk of stomach bugs and other illnesses from any open water swimming, as there will always be microorganisms present.
- 11.2. A Poor bathing water classification however indicates higher levels of faecal indicator organisms are being found, which may mean bathers are at a higher risk of becoming ill when using a bathing water classified as poor over those classified as sufficient, good or excellent.
- 11.3. The Council provides information on its designated bathing waters, including displaying classification signage at each location, and any advice against swimming issued by EA during the bathing season (May to September), to enable people to make informed decisions about bathing.
- 11.4. Automated signage will improve the provision of information to the public when a PRF is issued, helping them to make informed decisions about bathing.
- 11.5. Signage will be displayed at Bognor Regis Aldwick advising against bathing for the whole of the bathing season, whilst a Poor bathing water classification is in place.
- 11.6. Actions of the Partnership Group will help improve bathing water quality at Bognor Regis Aldwick, thereby reducing potential health impacts to bathers.

12.PROPERTY & ESTATES IMPACT

- 12.1. Any works required to install and maintain signs will be in consultation with Property & Estates.

13.EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

- 13.1. Maintaining bathing water quality standards potentially benefits all residents and visitors, by encouraging use of our beaches and supports the local economy.

14.CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

- 14.1. Addressing potential impacts on bathing water quality is also likely to reduce pollution entering the sea and thereby protect the environment.

15.CRIME AND DISORDER REDUCTION IMPACT

- 15.1. There are no direct adverse impacts for crime and disorder.

16.HUMAN RIGHTS IMPACT

- 16.1. There are no direct adverse impacts for Human Rights.

17.FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

- 17.1. There are no direct adverse impacts for Freedom of Information and Data Protection. Information regarding bathing water classifications is freely available and published by Defra. Links to public information resources have been provided within the background documents section of this report.

CONTACT OFFICER:

Name: Neil Williamson

Job Title: Environmental Health Team Manager

Contact Number: 01903 737 676

BACKGROUND DOCUMENTS:

Report on Bathing Water Quality Report to Environment Committee 31 January 2023
[Environment Committee 31 January 2023](#)

Bathing water quality at Bognor Regis background
[Bathing water quality at Bognor Regis](#)

Environment Agency 2023 Bathing Water Profile for Bognor Regis Aldwick
[Bathing water profile Aldwick](#)

[Bathing Water Quality Overview](#)

[Bathing Water profile Bognor Regis Aldwick](#)

[ADC Bathing Water Quality Media Release 30 November 2022](#)

[Misconnections: an invisible threat to our local waterways \(southernwater.co.uk\)](#)

[Swim healthy - GOV.UK \(www.gov.uk\)](#)

Arun District Council

REPORT TO:	Environment Committee – 15 June 2023
SUBJECT:	Key Performance Indicators 2022-2026 – Quarter 4 End of Year Performance Report for the Period 1 April 2022 to 31 March 2023.
LEAD OFFICER:	Jackie Follis, Group Head of Organisational Excellence
LEAD MEMBER:	Councillor Sue Wallsgrove
WARDS:	All
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: The Key Performance Indicators support the Council's Vision and allows the Council to identify how well we are delivering across a full range of services.	
DIRECTORATE POLICY CONTEXT: This report is produced by the Group Head of Organisational Excellence to give an update on the Q4 and end of year Performance outcome of the Key Performance Indicators.	
FINANCIAL SUMMARY: Not required.	

1. PURPOSE OF REPORT

- 1.1. This report is to update the Committee on the Q4 and end of year Performance Outcome for the Key Performance Indicators (KPIs) which make up the Corporate Plan, for the period 1 April 2022 to 31 March 2023. The process is described in section 4. of this report.

2. RECOMMENDATIONS

- 2.1. As this report is an information paper, there are no recommendations for the Committee to consider. This report is to be taken as read only with Members having the opportunity to ask questions at the meeting on service performance. Members can also submit questions or comments on the indicators relevant to their Committee and these will be considered by the Policy and Finance Committee on 11 July 2023.

3. EXECUTIVE SUMMARY

- 3.1. This report sets out the performance of the Key Performance indicators at Quarter 4 and end of year for the period 1 April 2022 to 31 March 2023.

4. DETAIL

- 4.1. The Council Vision 2022-2026 was approved at Full Council in March 2022. To support the Vision we need a comprehensive and meaningful set of performance measures which allow us to identify how well we are delivering across a full range of services. Two kinds of indicators were agreed at the Policy and Finance Committee on 17 March 2022. The first of these are annual indicators and will primarily update the progress against strategic milestones. In addition to this 'key performance indicators' (KPIs) will be reported to committees every quarter. These KPIs are known as our Corporate Plan.
- 4.2. A short report and appendix will go to each of the other Committees in the cycle of meetings after each quarter has ended. This appendix will only contain the indicators which are relevant to each Committee.
- 4.3. A full report showing quarterly performance against all indicators (which are measured at that quarter) will go to the relevant Policy and Finance Committee meeting at the end of the cycle of the other Committee meetings. Members of the other Committees will be able to give comments or ask questions of officers about the KPI indicators that are relevant to their Committee and these can be referred to the Policy and Finance Committee for consideration if deemed necessary.
- 4.4. The Committee meetings that will receive Q4 KPI reports are as follows.

Committee meeting	2023/24 date	Indicators to receive report on
Planning Committee	7 June 2023	10 (CP26, CP27, CP28, CP29, CP30, CP31, CP32, CP33, CP34, CP35)
Planning Policy Committee	8 June 2023	1 (CP36)
Economy Committee	13 June 2023	2 (CP41, CP42)
Environment Committee	15 June 2023	10 (CP12, CP13, CP37, CP38, CP39, CP40, CP22, CP23, CP24, CP25)
Housing & Wellbeing Committee	20 June 2023	8 (CP11, CP15, CP16, CP17, CP18, CP19, CP20, CP21)
Licensing Committee	23 June 2023	1 (CP14)
Corporate Support Committee	27 June 2023	10 (CP1, CP2, CP3, CP4, CP5, CP6, CP7, CP8, CP9, CP10)
Policy & Finance Committee	11 July 2023	All 42 indicators

- 4.5. This is the last quarterly report for 2022/23 covering performance from 1 April 2022 to 31 March 2023.
- 4.6. Thresholds are used to establish which category of performance each indicator is within.

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

- 4.7. There are 42 Key Performance indicators. 10 of these indicators are reportable to the Environment Committee.
- 4.1. This report gives the status of all indicators at Q4. Appendix A gives full commentary for each indicator. This appendix shows the figures for Q1, Q2 and Q3 and the figures and commentary for Q4 and end of year.

Status	Number of Key Performance indicators in this category at the end of 2022/23
Achieved target	4
Didn't achieve but within 15% range	4
Didn't achieve target by more than 15%	2
No data available	0
TOTAL	10

- 4.2. During the coming year, the individual Directors, and collective Corporate Management Team, will monitor the performance of the indicators which didn't achieve their target by more than 15% or didn't achieve their target but were within a 15% range and they will ensure that any remedial action is taking during the year, as required.

5. CONSULTATION

- 5.1. No consultation has taken place.

6. OPTIONS / ALTERNATIVES CONSIDERED

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

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

- 7.1. None required.

8. RISK ASSESSMENT CONSIDERATIONS

- 8.1. None required

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

- 9.1. None required

10. HUMAN RESOURCES IMPACT

- 10.1. Not applicable.

11.HEALTH & SAFETY IMPACT

11.1. Not applicable.

12.PROPERTY & ESTATES IMPACT

12.1. Not applicable.

13.EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

13.1. Not applicable.

14.CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

14.1. Not applicable.

15.CRIME AND DISORDER REDUCTION IMPACT

15.1. Not applicable.

16.HUMAN RIGHTS IMPACT

16.1. Not applicable.

17.FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

17.1. Not applicable.

CONTACT OFFICER:

Name: Jackie Follis

Job Title: Group Head of Organisational Excellence

Contact Number: 01903 737580

BACKGROUND DOCUMENTS: *None*

No.	Indicator	Service Committee to consider this	CMT Member	Assess by	Target 2022-2026	Q4/end of year Outturn	Q4/end of year Commentary	Q1 status	Q2 status	Q3 status	Q4 or End of Year status (depending on which is applicable for each indicator)	2021/22 Q4 Performance
CP12	Number of missed refuse and recycling collections per 100,000 within contractual target	Environment	Philippa Dart	Lower is better	80	End of year: 104.64 (average over 12 months)	This is above the target for the year however the issues with the fleet have impacted performance, especially during hot weather last summer when there were increased vehicle breakdowns. The last two months have shown a significant improvement in performance (February was 76.18 and March 79.2) and will be monitored closely. The introduction of a new in-cab technology system called Whitespace is due to start in June 2023. The experience of other authorities that have implemented this shows that due to efficiencies, the number of customer complaints and missed bins reduces. This is a significant improvement over the previous year where service was impacted due to shortage of HGV drivers.	Not achieving Outturn for Q1 101	Not achieving Outturn for Q2 107.79	Not achieving Outturn for Q3 109.83	Didn't achieve Outturn for end of year 104.64	131
CP13	Food businesses with food hygiene ratings of 3 (satisfactory and above)	Environment	Karl Roberts	Higher is better	93%	Q4: 98.77 End of Year: 98.78%	Q4 - Target Met. High standards consistently above 98% being achieved. End of Year - Target Achieved. High standards being maintained throughout the year, despite the impacts of COVID and many businesses being overdue inspection at the start of the financial year and loss of two experienced food competent EHOs.	Achieving Outturn for Q1 98.80%	Achieving Outturn for Q2 98.72%	Achieving Outturn for Q3 98.83%	Achieved Outturn for End of year 98.78%	98.70%
CP22	Vacant private sector dwellings returned to occupation	Environment	Karl Roberts	Higher is better	50	128	Q4 - A successful quarter again target achieved due to both informal work and enforcement action. End of Year - Annual target has been exceeded, the recruitment of a part time Admin resource specifically for Empty Homes work in June 2022 has provided significant support to the Empty Homes Officer.	Achieving Outturn for Q1 36	Achieving Outturn for Q2 53	Achieving Outturn for Q3 74	Achieved Outturn for Q4 128	141
CP23	Residual household waste per household per annum	Environment	Philippa Dart	Lower is better	450kg	Q4 and end of year: 441.74kg	This figure is down by 7.11% from last year (475.60). This can be attributed to the current cost of living crisis having an impact on customer behaviour in regards to disposable household waste.	Achieving Outturn for Q1 112.46kg	Achieving Outturn for Q2 218.14kg	Achieving Outturn for Q3 330.30kg	Didn't achieve but within 15% range Outturn for Q4 441.74kg	475.60kg
CP24	Household waste sent for re use, recycling and composting. 50% annual target.	Environment	Philippa Dart	Higher is better	50%	Q4: 43.03% End of year: 44.54%	This is performing better than the total summary for 21/22 which was 41.88%. The composting rate is 17.63% and Dry Recycling rate is 25.40% compared to 16.93% and 24.95% last year.	Not achieving but within 15% range Outturn for Q1 46.10%	Not achieving but within 15% range Outturn for Q2 45%	Not achieving but within 15% range Outturn for Q3 44.04%	Didn't achieve but within 15% range Outturn for Q4 43.03%	41.88%

CP25	Contractor achieving performance target for all green space management operations following monitoring	Environment	Philippa Dart	Higher is better	>66%	Q4 and end of year: 72.42%	<p>The winter posed challenging weather conditions which exceeded planned expectations (a trend for 2022). Winter maintenance was delayed by a few weeks which affected the start of grass mowing operations in early spring. In addition a higher than usual turnover of staff did affect the pace of work at various times, but use of overtime assisted in getting back on track.</p> <p>Site inspections broadly returned positive results, although some revisits were required by Tivoli to meet the required standards. This was largely due to new staff members being unfamiliar with some sites.</p> <p>68 sites inspected for performance monitoring. 7 sites failed to reach the minimum 66% contractual minimum score and action was taken. 29 sites exceeded 80% (exceptional).</p>	Achieving Outturn for Q1 67.38%	Achieving Outturn for Q2 70.27%	Achieving Outturn for Q3 71.08%	Achieved Outturn for Q4 72.42%	This was not a KPI in 2018-2022
CP37	Building Regulation submissions processed within 5 weeks (or 2 months if client requests extension)	Environment	Karl Roberts	Higher is better	100%	Q4: 98.97% End of year: 99.63%	Q4 - Target not met by only 1.03% (nominal) due to both long term staff illnesses and 2 post vacancies End of Year - Target not met by only 0.37% (nominal) due to both long term staff illnesses and 2 post vacancies	Achieving Outturn for Q1 100%	Not achieving but within 15% range Outturn for Q2 99.67%	Achieving Outturn for Q3 100%	Didn't achieve but within 15% range Outturn for Q4 98.97%	This was not a KPI in 2018-2022
CP38	% of Building Regulation submissions assessed within 21 days of date of deposit with the Council	Environment	Karl Roberts	Higher is better	60%	Q4: 71.29% End of year: 76.32%	Q4 - Target exceeded End of Year - Target exceeded	Achieving Outturn for Q1 90%	Achieving Outturn for Q2 77%	Achieving Outturn for Q3 78.68%	Achieved Outturn for Q4 71.29%	This was not a KPI in 2018-2022
CP39	% of Building Control applications registered within 3 days	Environment	Karl Roberts	Higher is better	60%	Q4: 29% End of year: 22%	Q4 - Target not met by 31% due to long term staff illnesses and 2 continuing post vacancies End of Year Target not met by 38% due to long term staff illnesses and 2 continuing post vacancies.	Not achieving Outturn for Q1 31%	Not achieving Outturn for Q2 23%	Not achieving Outturn for Q3 14%	Didn't achieve Outturn for Q4 29%	This was not a KPI in 2018-2022
CP40	Building control site inspection dealt with within one day	Environment	Karl Roberts	Higher is better	100%	Q4: 99.69% End of year: 99.17%	Q4 - Target not met by 0.31% (nominal) due to both long term staff illnesses and 2 continuing post vacancies End of Year - Target not met by 0.23% (nominal) due to long term staff illnesses and 2 continuing post vacancies.	Not achieving but within 15% range Outturn for Q1 99.73%	Not achieving but within 15% range Outturn for Q2 99.66%	Not achieving but within 15% range Outturn for Q3 95.89%	Didn't achieve but within 15% range Outturn for Q4 99.69%	This was not a KPI in 2018-2022

Arun District Council

REPORT TO:	Environment Committee – 15 June 2023
SUBJECT:	Council Vision 2022-2023 Annual Report
LEAD OFFICER:	Jackie Follis, Group Head of Organisational Excellence
LEAD MEMBER:	Councillor Sue Wallsgrove
WARDS:	All
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: <p>The Council Vision 2022-2026 was agreed by Full Council in 2022 and sets out the Council's priorities divided into four key themes against which to measure progress. That is:</p> <ul style="list-style-type: none"> a) Improving the wellbeing of Arun District Council b) Delivering the right homes in the right places c) Supporting our environment to support us d) Fulfilling Arun's economic potential 	
DIRECTORATE POLICY CONTEXT: <p>This report updates the Council on progress towards key objectives within each theme for the year 2022-2023. The full report will be presented to Committees as an important overview of Council performance and sits alongside the key performance indicators (KPIs) for 2022-2023 which form the Corporate Plan. The relevant KPIs are presented in separate reports to Committees.</p>	
FINANCIAL SUMMARY: <p>Not required</p>	

1. PURPOSE OF REPORT

- 1.1. This report is to update the Committee on the end of year performance of the Vision indicators for the period 1 April 2022 to 31 March 2023. The full report will go to the Committees that normally receive reports on corporate plan indicators so that members have a comprehensive overview of performance across the Council. The Policy and Finance Committee has overall responsibility for performance.
- 1.2. However, it will not be possible for Officers representing all areas of the Council to attend each Committee meeting, so Members are asked to limit questions at the meetings to those areas that each Committee is responsible for. Any other questions should be addressed directly to the relevant manager or to the Group Head of Organisational Excellence who will pass these on to those able to best provide the answer.

2. RECOMMENDATIONS

- 2.1. As this report is an information paper there are no recommendations for the Committee to consider.

3. EXECUTIVE SUMMARY

- 3.1. The Council Vision 2022-2026 was approved at Full Council in March 2022. To support the Vision, we have a comprehensive set of measurable performance indicators which allow us to identify how well we are delivering across a full range of services. Two kinds of indicators were agreed at the Policy and Finance Committee on 17 March 2022. The first of these are the subject of this report, the 'Vision Indicators' and this is the first annual report on them. These annual indicators primarily update the progress against strategic milestones.
- 3.2. Covered in a separate report are the Key Performance Indicators which are primarily numeric and measured and reported quarterly to Committees.

4. DETAIL

- 4.1. The Vision was developed with elected Members at a series of workshops and agreed by Full Council. It is an important and living document in that it sets out our goals and will guide our decision making for the period 2022- 2026. This builds on the good things that we already do and aims to make improvements where this could be better.
- 4.2. The Vision sets out four key themes with overall aims for each and more information on how we will achieve them. The Vision is attached at appendix 1. The key themes are:
- a) Improving the wellbeing of Arun District Council
 - b) Delivering the right homes in the right places
 - c) Supporting our environment to support us
 - d) Fulfilling Arun's economic potential
- 4.3. This report looks back at performance over the last year and informs Members about progress towards the Vision. It is also part of a complex web of information which will help to inform work on priorities and future service decisions.
- 4.4. The Committee meetings that will receive the Annual Vision Report are as follows:

Committee meeting	2023/24 date
Planning Committee	7 June 2023
Planning Policy Committee	8 June 2023
Economy Committee	13 June 2023
Environment Committee	15 June 2023

Housing & Wellbeing Committee	20 June 2023
Licensing Committee	23 June 2023
Corporate Support Committee	27 June 2023
Policy & Finance Committee	11 July 2023

- 4.5. Appendix 2 is the detail of progress against Vision indicators that were agreed by Council. The appendix shows each indicator, which Vision theme it sits under, the service area primarily responsible for its achievement, the responsible director, detailed specific targets if applicable, the end of year outturn and commentary explaining the background to the outturn.
- 4.6. There are 41 Council Vision indicators which have been set for the four-year period of the Council Vision, primarily because these are strategic in nature and will not normally be achieved in one year. In some instances, they will not be achieved within the four years, but the Council should be able to demonstrate progress towards important longer-term objectives.
- 4.7. There are also indicators on targets where work is still to be started, where this will happen within the four years, but not necessarily the first year.
- 4.8. In other instances, for example CV8, particular initiatives which relate to the indicator will emerge throughout the period. These will generally have been reported to individual Committees during the year, but the annual report is a useful summary for all Councillors.
- 4.9. Councillors are invited to ask questions but are reminded that these should be limited to the area of responsibility of the Committee to which the report is being made.

5. CONSULTATION

- 5.1. No consultation has taken place.

6. OPTIONS / ALTERNATIVES CONSIDERED

- a. To review the report
- b. To request further information and/or action

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

None required.

8. RISK ASSESSMENT CONSIDERATIONS

None required.

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

None required.

10. HUMAN RESOURCES IMPACT

Not applicable

11. HEALTH & SAFETY IMPACT

Not applicable

12. PROPERTY & ESTATES IMPACT

Not applicable

13. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

Not applicable

14. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

Not applicable

15. CRIME AND DISORDER REDUCTION IMPACT

Not applicable

16. HUMAN RIGHTS IMPACT

Not applicable

17. FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

Not applicable

CONTACT OFFICER:

Name: Jackie Follis

Job Title: Group Head of Organisational Excellence

Contact Number: 01903 737580

BACKGROUND DOCUMENTS: None

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Our vision: A better future

2022 - 2026



ARUN



Introduction

As Leader of the council I am delighted to share our new Council Vision 2022-2026 with you.

As a district council our role is to make Arun a better place to live, work and visit as well as delivering public services. The Vision sets out how we are going to do this.

It is divided into four key themes covering wellbeing, housing, the environment and the economy, each of which has a number of aims and statements about how we will achieve them.

It won't all happen on day one, but the important thing is that the Vision sets out our goals and will guide our decision making for the next four years. This will build on the good things that we already do and make improvements where things could be better. We not only want Arun to be a great place to live, but want to attract new businesses and job opportunities and create a great tourist destination that makes the most of our natural environment.

We'll tell you what progress we're making and continue to listen to our community and businesses.

Cllr Shaun Gunner
Leader of Arun District Council

Improving the wellbeing of Arun

Overall aims



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.

How will we achieve this?

- 1** Develop and implement a Wellbeing Strategy to plan services, resources, amenities, activities, and places to help our community thrive
- 2** Prepare an annual community engagement plan to promote healthy and active lifestyles and encourage participation in a wide ranged of wellbeing activities
- 3** Work with key partners to ensure that we deliver council wellbeing services that are complementary to their own, rather than duplicate effort
- 4** Support the NHS Clinical Commissioners to provide primary care medical and dental facilities to meet the growing needs of our community
- 5** Support the voluntary and community sector to provide services that help the most vulnerable in our community
- 6** Provide infrastructure that supports wellbeing, e.g. more opportunities for cycling and walking and easily accessible and safe greenspace
- 7** Support those who are homeless, street homeless or at risk of homelessness in emergency or temporary accommodation to improve health outcomes

Delivering the right homes in the right places

Overall aims



Provide a mixed housing economy within the district for all, regardless of age or circumstances, where different types of homes are available, and people can choose to rent or buy.



Maximise opportunities to improve the energy efficiency of homes in the District.



Support those in our community that need help, providing a safety net where necessary and working with people and organisations to meet different needs.

How will we achieve this?

- 1** Support households with complex needs to secure suitable accommodation
- 2** Maximise the delivery of affordable housing including utilising the council's own resources and commercial expertise to ensure that our social housing is energy efficient
- 3** Improve the energy efficiency of homes across all tenures
- 4** Use our expertise to influence the local housing market, working with the right partners from all sectors, to develop the housing and infrastructure that we need
- 5** Use the planning system to create great new places and improve our existing places, where new homes meet the needs of current and future generations
- 6** Ensure the existing housing stock in the district (private sector and council owned) is maintained to a high standard
- 7** Continue to bring empty homes back into use for the benefit of the community

Supporting our environment to support us

Overall aims



To consider climate change, sustainability, biodiversity and the environment in everything the council is responsible for and encourage its community and local businesses to do the same.



Protect and enhance our natural environment.



Regularly review progress toward Arun's Carbon Neutral Strategy (2022-30) as set out in the annual Climate Action and Biodiversity Work Plan.



Make low carbon transport including walking, cycling, travel by public transport and electric vehicle easy, convenient and pleasant and a fundamental part of our placemaking.

How will we achieve this?

- 1** Develop and implement the Carbon Neutral Strategy and Climate Change and Biodiversity Strategies for the council and for the wider district through Planning Policy
- 2** Review the council's estate and seek to maximise the use of renewable or alternative energy generation, including the installation of Electric Vehicle (EV) chargepoints
- 3** Engage and incentivise business to commit to working practices which minimise their impact on the environment
- 4** Support information campaigns that promote carbon reduction and funding opportunities
- 5** Working with our community improve waste reduction and recycling to meet future targets of 55% recycling by 2025 and 60% by 2030
- 6** Ensure that climate change and sustainability is at the heart of all council services
- 7** Support the Sussex Bay Project to restore marine, coastal and intertidal habitats to improve the biodiversity and carbon footprints of the district

Fulfilling Arun's economic potential

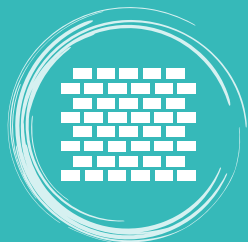
Overall aims



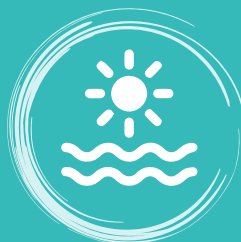
Increase opportunities for more high-quality, well-paid employment, encouraging more people to live, work, study and visit Arun.



Encourage the development of the district as a key tourist destination, supporting and enabling improvements and activities to increase visitor spend.



Use regeneration opportunities to attract new and relocating businesses to the district.



Make best use of our natural assets to help drive the economy.

How will we achieve this?

- 1** Create the conditions that will support high tech businesses including the creative digital sector and green businesses, reducing the need for the workforce to commute out of the district.
- 2** Use the planning system to set aside sites for larger business growth and support and create employment space for smaller start-ups, using Arun-owned land to stimulate the market
- 3** Encourage a digital infrastructure that will support businesses and changing ways of working, as well as the needs of local people
- 4** Work with partners to support a district-wide skills audit, to understand what businesses need and what skills we have in the community. Work with local colleges and the University of Chichester to assist them to run courses that will match local skill needs for those at all stages in their working life
- 5** Work closely with our towns and other organisations on strategies which support vibrant and attractive town centres
- 6** Positive and focused promotion of Arun's tourist destinations as more than a 'day trip'
- 7** Support the delivery of more accommodation for visitors to the district

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BN17 5LF



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No.	Indicator	Council Vision Theme	Service Area	CMT Member	Target 2022-2026	April 22 - March 23 Outturn	April 22 - March 23 Commentary
CV1	Wellbeing clients satisfaction rating	Improving wellbeing of Arun	Wellbeing & Communities	Philippa Dart	90%	98%	Google forms survey conducted. 94 responses received. Questions asked were How satisfied were you with the advice and information given to you to improve your health and Wellbeing? Average score: 4.93/5 How satisfied were you with your experience of the Arun Wellbeing team? Average score: 4.92/5 (1 being not at all satisfactory, 5 being very satisfactory)
CV2	Wellbeing clients reporting that one or more of their lifestyle goals has been achieved (3 months after the conclusion of the intervention)	Improving wellbeing of Arun	Wellbeing & Communities	Philippa Dart	80%	73.90%	17 people have achieved all or part of their goals out of the 23 people successfully contacted (73.9%)
CV3	Upgrade to BR Leisure Centre wetside	Improving wellbeing of Arun	Wellbeing & Communities	Philippa Dart	Key 2022/23 Milestones		Project underway at Arun Leisure Centre and due for completion Summer 23, currently project running on time and within budget
CV4	Upgrade to Alexandra theatre	Improving wellbeing of Arun	Regeneration	Karl Roberts	Key 2022/23 Milestones	Ongoing	The project has progressed with agreement reached with Whitbreads regarding the release of the existing lease and the creation of a new hotel. Work is now progressing on the submission of a planning application and demolition of those parts which are to be replaced with new works.
CV5	Adopt public art strategy	Improving wellbeing of Arun	Wellbeing & Communities	Philippa Dart	Key 2022/23 Milestones		Not a priority within current budget and staff resources
CV6	Develop and adopt a Wellbeing Strategy and Action Plan	Improving wellbeing of Arun	Wellbeing & Communities	Philippa Dart	Key 2022/23 Milestones		Onhold pending arrival of Community and Wellbeing Manager, work will then progress in due course
CV7	Agree a statement on the future provision of medical and dental services across the District	Improving wellbeing of Arun	Wellbeing & Communities	Philippa Dart	Key 2022/23 Milestones		This is not a District Council function and we have little ability to influence. Suggest that members consider removing this when indicators are reviewed
CV8	Specific initiatives with partners (Age UK, CAB, Safer Arun Partnership, Artwork, Freedom Leisure etc)?	Improving wellbeing of Arun	Wellbeing & Communities	Philippa Dart	Key 2022/23 Milestones		A significant initiative with local partners was the cost of living responses, supported by the Council, a report went to the Nov Housing and Wellbeing committee meeting. Secured the Littlehampton Community Warden project and expansion to include an Run West scheme within parish communities. Implementation of a new project between ADC, and local domestic abuse support service My Sisters House to provide support for victim/survivors in Council provided temporary accommodation. Implementation of the Arun Community Engagement Project at Bersted Hub and Chilgrove House, local numbers accessing both centres is high with wide range of wellbeing activities on offer.
CV9	Number of council housing fraud cases prevented or properties recovered	Improving wellbeing of Arun	Housing	Philippa Dart	15 cases/properties	recovered 10 properties; prevented 4 fraudulent mutual exchanges	Total savings for the council equated to £1,302,000
CV10	Average length of stay in temporary accommodation – 15 months/64 weeks	Improving wellbeing of Arun	Housing	Philippa Dart	15 months/64 weeks	39 weeks	Based on 49 households in Temporary accommodation on 31 March 2023
CV11	Average length of stay in emergency accommodation – 3 months/12 weeks	Improving wellbeing of Arun	Housing	Philippa Dart	3 months/12 weeks	19 weeks	Based on 117 households in EA as at 31 March 2023. The number of household in EA far outstrip the supply of HRA owned temporary accommodation units (over double) with the Private rented sector becoming increasingly unaffordable and out of reach for applicants

CV12	% of council homes that are SAP C rating and above	Improving wellbeing of Arun	Housing	Philippa Dart	For social housing aim is to achieve SAP C rating by 2030. We will measure progress year on year. Start with a baseline of the number of properties that are SAP C and above and every year over the course of the corporate plan report the revised number. Milestones will be incremental increase year on year until we meet 2030 target	49.85%	129 properties have a Band B rating 1566 properties have a Band C rating 646 properties have a Band D rating 135 properties have a Band E or lower rating 924 properties have not been assessed
CV13	Complete Annual Community Engagement Plan and implement Work Plan to encourage participation completed	Improving wellbeing of Arun	Wellbing & Communities	Philippa Dart	Annual Community Engagement Plan completed and Work Plan implemented		Currently being reviewed due to staff changes
CV14	Improve our green spaces	Improving wellbeing of Arun	Environment & Climate Change	Philippa Dart	Number of green spaces improved	Improvements to 27 parks and greenspaces	the following projects have been delivered to improve 27 parks and greenspaces - Full details in separate document as too much detail to fit here.
CV15	Number of new affordable homes built or purchased per year (this will include the number of homes delivered through the Housing Revenue Account)	Delivering right homes in the right places	Housing	Philippa Dart	Number of new homes built	22	The 22 are new affordable homes built these were the last 5 on the Cinders development at Yapton and the first 17 houses at Yapton.
CV16	Number of new homes that are suitable for wheelchair users	Delivering right homes in the right places	Planning	Karl Roberts	Number of new homes that are suitable		33 wheelchair friendly homes have been secured via a planning permission over the last 2 years. Nearly 800 homes have been secured as accessible homes during the same period. Not all will be delivered because not all permissions will be implemented.
CV17	Commission reports on 5 year housing supply and Market Absorption and implement recommendations	Delivering right homes in the right places	Planning	Karl Roberts	Reports commissioned		Presented to Planning Policy Committee - Feb 23. Will be used to inform future Local Plan work
CV18	Satisfaction survey of residents in completed developments (at least 12 months)	Delivering right homes in the right places	Planning	Karl Roberts	Undertake survey of residents on selected sites		A lack of resources has meant that priority has had to be given to other matters. This will carry over as an action for 23/24.
CV19	Number of households supported with complex needs	Delivering right homes in the right places	Planning	Karl Roberts	Number of households supported		155 Disabled Facilities Grant adaptations delivered by ADC plus a number of minor adaptations and deep cleans delivered by our contractors.

CV20	Number of empty homes bought back into use	Delivering right homes in the right places	Technical Services	Karl Roberts	Number of empty homes bought back into use		Annual target of 50 has been exceeded, the recruitment of a part time Admin resource specifically for Empty Homes work in June 2022 has provided significant support to the Empty Homes Officer.
CV21	Number of Council homes that meet the current statutory minimum standard for housing	Delivering right homes in the right places	Housing	Philippa Dart	Number of Council homes that meet the required standard	3372	Based on stock total of 3400 less: 7 units at 29 New Road 21 units at Flaxmean House
CV22	Annual reduction in CO2e	Supporting our Environment to support us	Environment & Climate Change	Philippa Dart	Year Annual Reduction CO2E (T) 2022-2023 1,961.9 2023-2024 1,765.7 2024-2025 2,383.7 TOTAL 7,143.8		Confirmation of the 2022-2023 (financial year) carbon emissions will be available once the annual audit review has taken place in Autumn/Winter 2023. At this stage it is predicted that the KPI will not be met due to difficulty with reducing procurement related emissions. To rectify this there will be a focus going forward on engagement with suppliers around their emissions and what can be done to reduce these, as well as undertaking a deep dive on the council's procurement emissions to highlight next steps around projects that will allow for a more significant reduction in emissions. This will take place during the 22-23 emission audit.
CV23	Achieve Green Flag awards for Council parks	Supporting our Environment to support us	Environment & Climate Change	Philippa Dart	8	6	6 Green Flags retained for the period of 2022-23. Hotham, Old Rectory, Marine Park Gardens, Mewsbrook, Brookfield and Norfolk Gardens. The agreed performance target is 8 for 2024/25 and 10 for 2026/27.
CV24	3000 trees to be planted per year	Supporting our Environment to support us	Environment & Climate Change	Philippa Dart	3000	6062	We have continued the success of year one of the Council's adopted Tree Planting Strategy with another successful planting season in year two. We have planted 62 standards, with a focus on broad leaved, native species, across 16 sites. This includes Wild Cherry, Hornbeam, Wild Service, Oak, Lime, Field Maple, Beech, Bird Cherry and Crab Apple We will have planted over 6000 whips this planting season 2022/2023 over 11 different sites. This includes Hawthorne, Blackthorne, Oak, Alder, Hazel, Field Maple, Whitebeam, Crab Apple, Dog Rose, Privet, Guelder Rose, Buckthorn, Spindle, Wayfarer, Goat Willow. All trees are locally sourced.
CV25	Inspection of all Arun District Council coastal defence assets	Supporting our Environment to support us	Environment & Climate Change	Philippa Dart	Completion of an inspection programme at frequency determined by risk, reported annually		Inspections all complete and recorded, undertaken annually
CV26	Removed as a duplicate of CV12						

CV27	Climate Action and Biodiversity Work Plan	Supporting our Environment to support us	Environment & Climate Change	Philippa Dart	Including any key milestones for 2022/23		The second iteration of this report has now been adopted by the council. Key milestones include: undertaking audits for a number of the council's estate (Civic Centre (including Phoenix house), Littlehampton Wave, Arun Leisure Centre, Bognor Regis Town Hall being completed). Continued support and project development has also taken place with with a consultant (Anthesis) in their Area based insetting (ABI) project. The main aim of this is looking at emission reduction opportunities within the boundary of the District. The development of a e-learning module around climate change has also taken place. Additionally the council became bronze carbon literate as Carbon Literacy training was undertaken by a number of senior officers, more training of this type has also taken place and will continue to take place throughout the year. Work has also started on hiring an additional officer to support the Climate Change and Sustainability Manager.
CV28	Recruit ecologist to support implementation of Biodiversity Net Gain and create and implement workplan	Supporting our Environment to support us	Environment & Climate Change	Karl Roberts	Successful recruitment, creation of workplan	Ongoing	In the process of preparing advertisement for an Ecology Officer post.
CV29	Other climate related strategies and milestones for 2022/23 including: • Engaging and incentivising businesses to commit to working practices which minimise their impact on the environment • Supporting information campaigns that promote carbon reduction and funding opportunities • Supporting the Sussex Bay Project to restore marine, coastal and intertidal habitats to improve the biodiversity and carbon footprints of the district.	Supporting our Environment to support us	Environment & Climate Change	Philippa Dart	Number of strategies created and milestones achieved		Several public events were attended, including: Angmering school career fair, Littlehampton AGM and the Arundel climate change launch. Work also continued around supporting the Sussex Bay/Sussex Kelp restoration project. Numerous comms (internal and external) around climate change and the council's activity was also shared when relevant.
CV30	Change committee report template to consider climate change and sustainability	Supporting our Environment to support us	Law & Governance	Dan Bainbridge	Reports changed and adhered to	Completed	Standard report template now includes section on Climate change and environment impact/social value

CV31	Number of Electric Vehicle Charging points installed	Supporting our Environment to support us	Technical Services	Karl Roberts	Number of sockets installed as part of county network within Arun		<p>Phase 1 car parks: No chargepoints were installed in car parks, primarily due to amendments made to the lease template which needed to be agreed by all partners and their legal teams. This delayed the installation by approximately 3 months. Installation of chargepoints started in Arun DC Car Parks, in March 2023 in Hothampton Car Park, but these are not yet commissioned as they still require the grid connection and a new meter to be installed. Regis Centre car park was taken out of scope of the project until master planning has established where future development may take place. In the first quarter of 23/24 EV chargepoints will be installed in Manor House, River Road and Surrey Street car parks in Littlehampton and Arundel & Downland Leisure Trust have been offered the opportunity to have chargepoints installed at the Lido car park.</p> <p>Phase 1 on-street: Five sites were selected for Phase 1 of the on-street chargepoint rollout in Arun, each with six chargepoints, aiming to provide an additional 30 chargepoints in Arun. Following the TRO (Traffic Regulation Order) consultation with residents and local stakeholders in November 2022, two sites received over 20 objections, and were withdrawn from the delivery plan. Three sites were approved following the TRO process, due to the low number of objections received. However, when the contractors were on-site to start the installation of the chargepoints, a significant number of residents objected and Connected Kerb decided to withdraw this site. As a result, we are only installing 12 chargepoints across two sites in Arun in the first phase of the rollout. The installation of the chargepoints at the two sites was completed in Q4 of 22/23 and both sites now await meter installations before they can be commissioned. It is anticipated that these 12 chargepoints will be commissioned by the end of April 2023.</p> <p><u>Phase 2 proposals (subject to further engagement with stakeholders):</u> Up to 12 Seeking information from West Sussex County Council.</p>
CV32	Number of metres of new cycleway	Supporting our Environment to support us	Planning	Karl Roberts	Number of metres of cycleway delivered		
CV33	Amount (HA) of employment land developed for employment uses	Fulfilling Arun's economic potential	Planning	Karl Roberts	2	There has been an increase in site area (ha) of employment land developed (completed and occupied) for employment uses (Use Class B2, B8, E (g) - Formerly B1)	Checked the WSCC CILLA (Commercial, Industrial and Leisure Land Availability Survey) Commercial Land Availability Commitments and Completions data for 2020/21 and 2021/22. There has been an increase in site area (ha) of completed and occupied employment land (Use Class B2, B8, E(g) (Formerly Revoked Class B1) developed for employment uses over the last monitoring year from 0.19 ha in 2020-21 to 0.42ha in 2021-22.
CV34	Number of jobs created	Fulfilling Arun's economic potential	Business and Economy	Karl Roberts	Number of jobs created	1000	As at 2021 there were 48000 employees recorded, this is a 1000 increase since 2020. This is from Business Register and Employment Survey - publicly available on Nomis
CV35	Increase to average wages and household income	Fulfilling Arun's economic potential	Business and Economy	Karl Roberts	Improvement on previous year	£546.5 gross weekly pay	ASHE (Annual Survey for Hours and Earnings) 2022 data of FT workers by residence. This is the lowest in West Sussex. 2021 data shows Arun at £574.5 gross per week. Publicly available in Nomis
CV36	Increase in number of economically active population	Fulfilling Arun's economic potential	Business and Economy	Karl Roberts	Improvement on previous year	83,000 or 86.7%	Oct-Sept 2022 publicly available on Nomis. This is an increase from 80,300 recorded in Jul 2021 to Jun 2022. This has been increasing year on year since Oct 2020-Sept 2021 data
CV37	Commission and carry out tourism marketing campaign	Fulfilling Arun's economic potential	Business and Economy	Karl Roberts	Campaign completed	in progress	1 year Campaign commissioned - will complete June 2023. Impact / results will be evaluated and reported to Economy Committee June 2023.

CV38	Increase in number of visitors, length of stay and visitor spend	Fulfilling Arun's economic potential	Business and Economy	Karl Roberts	Improvement on previous year	As in the rest of the UK, the pandemic had a negative effect on Arun's visitor economy; impacting spend and visitor numbers by approximately a third in Arun in 2021. Jobs remained slightly more robust, falling by a quarter. There is evidence that the visitor economy has been building back up with indications that 2022 looks to have delivered growth on 2021 – though still far short of where it was in 2019. Brexit and the rising cost of living are also having an impact on consumer confidence and	<p>Headline figures: 2021 vs 2019 (pre pandemic) - data is available annually in retrospect with 2022 figures available in the Autumn of 2023</p> <p>Economic Impact 2021: £247m v 2019 £380m (-35%)</p> <p>Visitors 2021: 2.8m v 2019: 4.4m (-35%)</p> <p>Average length stay (nights x trip) 2021: 3.37 v 2019: 3.61 (-6.7%)</p> <p>Source: Economic Impact Study (2021) plus the recently commissioned Hotel Study (2022) and soon to be published Visitor Strategy (2023)</p>
CV39	Number of new hotel and new holiday accommodation beds provided	Fulfilling Arun's economic potential	Business and Economy	Karl Roberts	Improvement on previous year	No new hotel or holiday accommodation beds provided (C1 Use Class)	<p>Hotel / Accommodation study completed. One new hotel Premier Inn Bognor Regis (102 beds) planning permission expected spring 2023.</p> <p>239 accommodation establishments offering over 16,000 bedspaces, and 344 other visitor economy linked businesses. Source: the recent (2022) Tourism Hospitality & Visitor Economy Study and associated reports to PPC & Economy Committees</p> <p>Checked the WSCC CILLA Commercial Land Availability Commitments and Completions data for 2020/21 and 2021/22. No new hotel or new holiday accommodation beds (C1 Use) provided according to data.</p>
CV40	Develop business support programme to move to digital and modern ways of working	Fulfilling Arun's economic potential	Organisational Excellence	James Hassett	Workplan achieved		This programme would be supported through the business rates pooling game - research is being undertaken to identify the priorities to be supported in partnership with other local authorities in the County
CV41	Review town centre masterplans and support high streets	Fulfilling Arun's economic potential	Business and Economy	Karl Roberts	Spend of allocations in annual budget	ongoing	work has been delayed by other priorities

Environment Committee Work Programme 2023/24

Environment Committee	<u>Report Author</u>	<u>Date of Meeting</u>	<u>Time</u>	<u>Full Council Meeting Date</u>
Bathing Water Quality	Neil Williamson	15 June	6 pm	19 July
Public Space Protection Order for Dogs	Neil Williamson			
Play Area improvements 2023/24	Rachel Alderson			
Q4 KPI Report				
Two-Hour Town Centre Parking Schemes	Lisa Emmens	7 Sept	6 pm	8 Nov
Public Space Protection Orders for Adoption	Neil Williamson			
Q1 KPI Report				
Review of Car Park Tariffs	Lisa Emmens	21 Nov	6 pm	10 Jan
Beach access update report	Joe Russell-Wells/Karl MacLaughlin			
Additional Licensing Scheme for Houses in Multiple Occupation – Consultation Results and Outcomes	Louise Crane			

Environment Committee Work Programme 2023/24

Environment Committee	<u>Report Author</u>	<u>Date of Meeting</u>	<u>Time</u>	<u>Full Council Meeting Date</u>
Q2 KPI Report				
Combined Cleansing Services Contract – service configuration and tender scope approval	Oliver Handson	23 Jan	6 pm	13 March
Q3 KPI Report				
		19 March	6 pm	9 May