



Public Document Pack

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Committee Manager Helen Burt (Extn 3614)

23 August 2023

ENVIRONMENT COMMITTEE

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

Members: Councillors Wallsgrove (Chair), Worne (Vice-Chair), Blanchard-Cooper, Mrs 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 **Thursday 31 August** in line with current Committee Meeting Procedure Rules.

For further information on the items to be discussed, please contact Committees@arun.gov.uk

AGENDA

1. APOLOGIES

2. DECLARATIONS OF INTEREST

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

Members and Officers should make their declaration by stating:

- 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 Environment Committee held on 15 June 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. BUDGET 2024/25 PROCESS

(Pages 11 - 16)

The report provides a summary of the budget process for 2024/25. The Committee is asked to approve the budget process for 2024/25 as outlined in this report, noting that it was approved by Policy & Finance Committee on the 11 July 2023.

7. QUARTER 1 BUDGET MONITORING REPORT (Pages 17 - 22)

The report sets out in further detail the Committee's Revenue and Capital programme budget performance projections to the 31 March 2024.

8. Q1 PERFORMANCE REPORT FOR THE KEY PERFORMANCE INDICATORS (KPI'S) WHICH FORM PART OF THE COUNCIL'S VISION 2022-2026 (Pages 23 - 28)

This report sets out the performance of the Key Performance indicators at Quarter 1 for the period 1 April 2023 to 30 June 2023.

9. PUBLIC SPACE PROTECTION ORDERS FOR DOGS FOR ADOPTION (Pages 29 - 74)

This report seeks to update Committee on the outcome of the public consultation process in relation to renewal of the PSPO for dogs, with recommendation to adopt an amended PSPO for a further three years until 2026.

10. TWO HOUR TOWN CENTRE PARKING SCHEMES (Pages 75 - 94)

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

OUTSIDE BODIES - FEEDBACK FROM MEETINGS

11. WORK PROGRAMME (Pages 95 - 96)

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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ENVIRONMENT COMMITTEE

15 June 2023 at 6.00 pm

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

Councillors Purser and Stanley were also in attendance for all or part of the meeting.

67. APOLOGIES

Apologies for absence had been received from Councillor Warr.

68. DECLARATIONS OF INTEREST

Councillor Greenway declared a Personal Interest in Agenda Item 11 as a Member of West Sussex County Council.

Councillor Elkins declared a Personal Interest in Agenda Item 11 as a Member of West Sussex County Council.

69. MINUTES

The Minutes of the meeting held on 27 February 2023 were approved by the Committee. These would be signed at the end of the meeting.

70. 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.

71. PUBLIC QUESTION TIME

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

Environment Committee - 15.06.23

72. START TIMES

The Committee

RESOLVED

That its start times for meetings for 2023/24 be 6.00pm.

73. PLAY AREA IMPROVEMENT 2023/24

Upon the invitation of the Chair, the Principal Landscape Officer presented the report to the Committee. The report provided a summary of the proposed projects which had been identified for improvement under the new capital programme. These were Lion's Den, Brookfield Adventure and Bluebell play areas in Littlehampton. The process of delivering these projects would follow the same steps as other schemes, and consultation would be carried out to establish what the public would like to see included. The result of this consultation would be used to produce the design brief for each play area. Companies would then be invited to submit designs and costs for these and the highest scoring tender would be appointed following evaluation. Further information was set out in the report and the recommendations linked to the procurement and delivery of the schemes.

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

- The summary for Brookfield Adventure mentioned 'mobility and those in wheelchairs, to ensure that equipment can be accessed from a seated or standing position', however this was not included in the Lions Den summary. Would accessible play equipment be included at Lions Den as well? The Principal Landscape Officer explained this was an omission in the report and it would be something they would be looking for within all the designs.
- It was asked what sensory play equipment meant, and an answer was provided by the Principal Landscape Officer.
- Recommendation 2.3 mentioned delegation of authority to Officers to increase the contract value and it was asked what was meant by additional funding. The Principal Landscape Officer explained no additional funding was expected, however on occasions Parish Councils came forward with additional funding, and the recommendation enabled the project to continue rather than wait for Committee approval.
- A query was raised on the figures for the costings, which was answered by the Principal Landscape Officer.

Councillor Greenway proposed an amendment to the third recommendation as follows (additions have been shown in **bold**):

Delegate authority to Officers, **in conjunction with the Chair of the Environment Committee**, to increase the contract value(s) at recommendation 2 should additional funding become available ahead of, during, or following the procurement process.

The amendment was seconded by Councillor Elkins and following a vote was declared CARRIED.

Turning to the substantive, the question and answer session resumed as follows:

- Were the 2015 regulations mentioned in the report the most current? The Principal Landscape Officer confirmed they were.
- 14.1 said Contractors would be required to provide evidence of their environmental sustainability policies, including any carbon impact footprints. Was this really necessary? The Principal Landscape Officer explained that the Council was looking at its carbon footprint and working towards becoming carbon neutral, and although this could be challenging for contractors, it was important that it was encouraged.

The recommendation was proposed by Councillor Greenway and seconded by Councillor Blanchard-Cooper.

The Committee

RESOLVED that

- 1) 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, be approved.
- 2) A procurement process be undertaken for design and build contracts and to enter into contract(s) for up to £205K (subject to recommendation 3) with preferred bidder(s) in order to carry out play area improvements at Lion's Den, Brookfield Adventure and Bluebell play areas, be approved.
- 3) Authority be delegated to Officers, in conjunction with the Chair of the Environment Committee, to increase the contract value(s) at recommendation 2 should additional funding become available ahead of, during, or following the procurement process.

Environment Committee - 15.06.23

74. PUBLIC SPACE PROTECTION ORDERS FOR DOGS

[Councillor Elkins declared a Personal Interest during discussion of this item as a Member of Ferring Parish Council and West Sussex County Council]

Upon the invitation of the Chair, the Environmental Health Team Manager presented the report to Committee. This report sought approval to commence public consultation on proposals to extend the current Public Space Protection Orders for Dogs (PSPOs), which would expire on 5 November 2023, for a further three years until 2026. A further report would be presented 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. Internal consultation had identified potential minor amendments to the current PSPO in relation to dogs on leads which were detailed in the report.

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

- Was there a set standard for the distance the signage should be placed when a PSPO was in place? The Environmental Health Team Manager stated that signage had been reviewed three years ago, but he would be happy for this to be reviewed again after the public consultation, and Members could be included in this.
- Could the area with beach huts on the seafront at Felpham be included in this to stipulate dogs must be on leads? The Environmental Health Team Manager would take this away and look into it.
- Support was offered for the report.
- It was asked what the enforcement process was and how members of the public could report concerns. The Environmental Health Team Manager explained there was a contract with East Hampshire District Council who undertook enforcement of the dog controls, and options included fixed penalty notices and prosecution. Members of the public with concerns could report this to the cleansing team, who could arrange targeted enforcement.
- The area outside schools was discussed. The Environmental Health Team Manager explained conditions in the PSPO must be evidence based, and there had not been concerns raised regarding outside schools so far in the internal consultation, but this may change in the public consultation.
- Why was land used for agriculture or forestry not included under fouling of land? The Environmental Health Team Manager gave an explanation.
- One Member had concerns around Hotham Park, and wanted to make sure there was still space for dogs to play there. The Environmental Health Team Manager explained it was the addition of the Discovery Garden that was being looked at for inclusion in the PSPO.

The recommendation was proposed by Councillor Blanchard-Cooper and seconded by Councillor Elkins.

The Committee

RESOLVED

That the undertaking of public consultation on proposals to renew the current PSPO for the control of dogs for a further three years, be approved.

75. BATHING WATER QUALITY

[Councillor Brooks declared a Personal Interest during discussion of this item as his business used LED signs]

Upon the invitation of the Chair, the Environmental Health Team Manager presented the report to Committee, which provided an update on the actions taken to investigate and address the causes of the Poor bathing water classification for the Bognor Regis Aldwick, and the progress of the Bognor Regis (Aldwick) Bathing Water Quality Partnership Group.

At present there was no clear link between the elevated sample results seen in 2022 and operation of storm overflows for Bognor Regis Aldwick, and initial investigations had been focused on identifying misconnections. 5 misconnections had so far been identified and addressed, including one toilet misconnection, but investigations were still ongoing. Routine bathing water samples would continue to be taken by the Environment Agency (EA) during the bathing season, as part of the bathing water classifications process. DNA analysis would be considered should high results be found which would give further insight into potential sources of contamination. The Bathing Water Regulations 2013 required Local Authorities, during the bathing season, to display information at each designated bathing water detailing the classification, and at Aldwick advise against swimming. As part of Arun's participation in the short-term pollution risk forecasting (PRF) scheme, additional signage was also required to be displayed when a PRF was issued. PRFs were issued during the season at Aldwick, Littlehampton, Felpham and Bognor Regis East. This currently involved manually displaying signage and could mean delays in information being provided to the public due to the time taken to reach each location and post the required signage. Automated signage would eliminate the need to manually place hand-written signs at each location when a PRF was issued, and mean information and any advice against swimming would be available in real-time. There were costs associated with this. Southern Water had indicated their intentions were to provide funding for the majority of the costs of installation of two of the signs.

Councillor Blanchard-Cooper proposed an amendment to the second recommendation as follows (additions have been shown in **bold**):

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The Environment Committee support the installation of automated bathing water signage at Aldwick, Littlehampton, Felpham, and Bognor Regis East **and asks Officers to return to Southern Water seeking funding for signage at all four locations.**

The amendment was seconded by Councillor Madeley and a short debate took place. It was asked whether it should be stipulated that the signage be solar powered. The Environmental Health Team Manager explained both options were being looked at and it was important the best option was chosen. The Group Head of Technical Services also explained the electricity purchased by the Council was from renewable sources. It was also asked whether the Committee would have any say in what signage was used. The Environmental Health Team Manager explained this would be an operational decision.

Following a vote the amendment was declared CARRIED.

Turning to the substantive, Members and a non-Committee Member given permission to speak, took part in a question and answer session as follows:

- What did it mean that DNA analysis would be considered? The Environmental Health Team Manager explained the EA funded the DNA analysis and they were submitted routinely in certain circumstances, however they could not commit to doing this every time.
- There was a discussion around what information the signs would actually display, and whether they could be used for other things such as temperature, and images. The Environmental Health Team Manager confirmed the intention was for the wording to be the same as that showing on the manual signs currently posted when PRF were issued.
- The report mentioned there was no clear link between samples and storm overflows, could this be an anomaly? The Environmental Health Team Manager explained there was a pattern where higher results were typically seen after the beginning of July and at the end of the season, however modelling for 2022 showed no definitive link to storm releases and so unlikely to be an anomaly. Investigations were ongoing.
- Would information appear on the signs in real time? The Environmental Health Team Manager confirmed this would be the case.
- Had Ward Members' involvement in Bognor Regis (Aldwick) Bathing Water Quality Partnership Group been positive? The Environmental Health Team Manager explained that the additional knowledge Ward Members brought to the Group regarding residents' opinions had been beneficial.
- Would DNA testing definitely be carried out? The Environmental Health Team Manager was confident this would happen.
- Could information from the Beach Buoy app be integrated into the information displayed by the signage? The Environmental Health Team Manager explained that there was a recommendation for the EA previously to integrate this into their modelling and he would raise this at the next meeting of the Bognor Regis (Aldwick) Bathing Water Quality Partnership Group.

- It was asked that Members be provided with the details of the signage as soon as possible.
- The data provided by the EA from May onwards so far looked positive. If the data continued on this trend, was it likely that there would be a reclassification to 'good' instead of 'poor' this year? The Environmental Health Team Manager explained the results and classification were based on information gathered over a four year period, so it was unlikely this could jump straight back up to an 'excellent' this year. It was a question that could be asked at the Bognor Regis (Aldwick) Bathing Water Quality Partnership Group.

The recommendation was proposed by Councillor Greenway and seconded by Councillor Bower.

The Committee

RESOLVED that

1. 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. The Environment Committee support the installation of automated bathing water signage at Aldwick, Littlehampton, Felpham, and Bognor Regis East and asks Officers to return to Southern Water seeking funding for signage at all four locations.
76. KEY PERFORMANCE INDICATORS 2022-2026 - QUARTER 4 END OF YEAR PERFORMANCE REPORT FOR THE PERIOD 1 APRIL 2022 TO 31 MARCH 2023.

Upon the invitation of the Chair, the Group Head of Technical Services introduced the report to Committee. The Key Performance indicators (KPIs) were measures of operational performance. The same indicators would be measured each year for the four year period to allow for comparison and trends to be measured both in-year and between years. Some of these KPIs were new this year so comparisons with the previous year were not available. Each Committee had its own indicators which would give them specific relevant information for that Committee and were mainly reported quarterly. The Policy and Finance Committee was responsible for overseeing performance across the Council and received the full KPI report for all Committees.

Members were then given the opportunity to ask questions, and these are summarised as follows:

- CP23 – Was residual waste the household waste that was not recycled? This was confirmed correct.

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- CP39 (Building Control Applications) – An update was requested. The Group Head of Technical Services explained they were striving to fill the vacancy which was proving to be very challenging given the recognised national skills shortage. There were currently efforts underway to secure temporary agency workers. The volume of site visit requests was also currently extremely high.
- It was suggested the KPIs could show an arrow (pointing up or down) next to each one to help provide a visual picture for the Committee as to whether the performance in each area was going up or down. This suggestion would be passed to the Group Head of Organisational Excellence, the author or the report.

The Committee noted the report.

77. COUNCIL VISION 2022-2023 ANNUAL REPORT

[Councillor Greenway declared a Personal Interest during discussion of this item as a member of Friends of Bersted Brooks and a member of Bersted Parish Council. He also redeclared his Personal Interest in the Item as a Member of West Sussex County Council]

[Councillor Blanchard-Cooper declared a Personal Interest during discussion of this item as a member of Friends of Mewsbrook Park]

Upon the invitation of the Chair, the Group Head of Technical Service introduced the report to the Committee. He explained the Council Vision for the period 2022- 26 had been developed with Councillors at a series of workshops and then agreed by Full Council. It set out goals and would guide decision making for this period. The Vision was divided into 4 key themes: improving the wellbeing of Arun; delivering the right homes in the right places; supporting our environment to support us; fulfilling Arun's economic potential. There were overall aims for each of these themes and some specific objectives to be achieved over the four year period. These were strategic and longer term objectives. Some of them may be changed or added to as priorities changed. The Policy and Finance Committee were responsible for overseeing performance across the Council . The annual report (appendix 2) set out progress against these objectives. It was intended as a useful and informative report for all Members which would give an overview of progress in all areas of the Council. These were grouped by Council Vision theme, rather than Committee.

Members were then given the opportunity to ask questions, summarised as follows:

- CV24 (tree planting) – Was there more we could do to attract private investment and working with Parish Councils to get more trees in the ground? The Group Head of Environment and Climate Change explained this was set out in the Tree

Planting Strategy, and they were always looking at additional ways to get funding.

- CV32 – How could we build a better working relationship with West Sussex County Council to better work together to achieve our goals. This question was not within the remit of the Committee, and the Group Head of Technical Services would take it away to consult with the relevant Group Head.
- CV27 and CV28 – Had the roles of Sustainability Officer and Ecologist been filled? The Group Head of Environment and Climate Change confirmed the role of the Sustainability Officer had been filled, and interviews had recently been held for the role of Ecologist.
- CV24 – Could figures be provided on the survival rates of the trees being planted, as it was felt whips may not survive as well as standard trees? The Group Head of Environment and Climate Change explained that in his experience, planting whip trees was very successful, sometimes more so than standard trees. Of the 8000 trees planted in Brookfield Park, there was a 95% survival rate, and he would be happy to report back on survival rates in the future.
- CV5 – Adopt Public Arts Strategy – One Member Considered this to be a priority and expressed concern regarding the lack of indoor space for art in Bognor Regis, the adequacy of public performance spaces in the District and wished to see progress on adopting a public art strategy, including performance art and sculpture. This matter was not in the remit of the Committee and the Group Head of Technical Services would feed this back to the relevant Director.
- CV25 (coastal defence) – Would the results of annual inspections of sea defences be provided to this Committee? The Group Head of Technical Services explained these records were operational and did not come back to Committee, they were used to monitor the performance and condition of assets, identifying where works needed to be carried out in the short and longer terms.
- CV7 – Should this be removed from the indicators? The Group Head of Technical Services explained this would be a matter for the Policy and Finance Committee to consider.
- It was suggested that in future there was some sort of indicator showing the Committee which areas of the report they had responsibility for. The Group Head of Technical Services would feed this back to the report author.

The Committee noted the report.

78. OUTSIDE BODIES

There were no updates from Members regarding Outside Bodies.

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79. WORK PROGRAMME

The Group Head of Environment and Climate Change presented the Work Programme to the Committee. He gave a brief update on work around Beach Access, a full update on which was on the Work Programme for November. He updated that surveys of the ramps in Bognor Regis had been carried out, two of which had been identified and cleared of shingle. These were the ramps at Gloucester Road and at Felpham, adjacent to the sailing club. Questions regarding the progress of Beach Access were asked by Members, which would be provided after the meeting by the Group Head of Environment and Climate Change.

It was asked why there was currently nothing on the Work Programme for the March meeting. The Group Head of Technical Services explained that this was an evolving Programme, and there were already additional Items that he was aware of to be added to the Programme for later in the municipal year.

One Member noted that there was no mention of cemeteries on the Work Programme, and there was concern relating to memorial safety. The Group Head of Environment and Climate Change would take this up after the meeting and discuss with the Chair.

The Committee noted the Work Programme.

(The meeting concluded at 7.34 pm)

Arun District Council

REPORT TO:	Environment Committee – 7 September 2023
SUBJECT:	Budget 2024/25 Process
LEAD OFFICER:	Antony Baden, Group Head of Finance and Section 151 Officer
LEAD MEMBER:	Councillor Sue Wallsgrove, Chair of Environment Committee
WARDS:	All
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION: The Council’s budget promotes all of the Council’s Corporate Priorities.	
DIRECTORATE POLICY CONTEXT: The Council’s budget impacts all Directorates of the Council.	
FINANCIAL SUMMARY: There are no direct financial implications arising from this report.	

1. PURPOSE OF REPORT

1.1. The purpose of this report is to inform Members of the budget process for 2024/25 as required by Part 6, Section 2 of the Council’s Constitution.

2. RECOMMENDATIONS

1.2. The Committee is recommended to note the Budget process for 2024/25 as outlined in the report.

2. EXECUTIVE SUMMARY

2.1. The report provides a summary of the budget process for 2024/25. The Committee is asked to approve the budget process for 2024/25 as outlined in this report, noting that it was approved by Policy & Finance Committee on the 11 July 2023.

3. DETAIL

3.1. The budget for 2023/24 was the second one to be completed under the Committee system form of governance. The relevant budgets were considered by each Service Committee before the full Budget was considered by Policy & Finance Committee on 9 February 2023 before approval by Special Council on 9 March 2023.

3.2. Members will be aware that the Council continues to face cost pressures and increasing demands on service delivery. The situation has worsened over the last year or so due to inflationary pressures and other global factors and is exacerbated by continuing uncertainty over longer term Government funding.

- 3.3. Members will be provided with a high-level update when the Financial Prospects Report is considered by this Committee later this year. The Financial Prospects Report will confirm the budget parameters for 2024/25.
- 3.4. It is accepted that within the resource constraints there is the requirement for some resource switching to enable the Council's priorities to be progressed and to meet new statutory requirements. Similar to 2023/24, Committees will be consulted on the budget, taking account of the medium-term requirement to make savings and that any growth should be minimised and met from resource switching where possible.
- 3.5. The budget guidelines issued will run parallel with any other initiatives that are being worked on. The budget resource switching parameters for 2024/25 are that growth will only be allowed in essential/priority areas and where alternative funding sources cannot be identified.
- 3.6. It should be noted that reports that require resource switching can be considered by Committees at any time during the year. However, significant permanent resource switching requires approval by Full Council as part of the formal budget setting process.
- 3.7. The key dates for the Budget 2024/25 process are summarised below:

Budget Consultation Reports	Date
Environment Committee	7 September 2023
Housing and Wellbeing Committee	12 September 2023
Planning Policy Committee	21 September 2023
Economy Committee	5 October 2023
Corporate Support Committee	12 October 2023
Financial Prospects Report General Fund (Policy and Finance Committee)	6 December 2023
Budget Reports	Date
Environment Committee	23 January 2024
Housing and Wellbeing Committee	25 January 2024
Planning Policy Committee	30 January 2024
Corporate Support Committee	31 January 2024
Economy Committee	1 February 2024
Policy and Finance Committee	8 February 2024
Special Council	21 February 2024

4. CONSULTATION

4.1.No consultation has been undertaken with external bodies.

5. OPTIONS / ALTERNATIVES CONSIDERED

5.1.No other options are available.

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

6.1. The budget will form the main reference point for financial decisions made in 2024/25 and the process must comply with the Constitution.

7. RISK ASSESSMENT CONSIDERATIONS

7.1.The main risks arising from the process are:

- The statutory deadline for setting the budget including setting the Council tax is not met;
- The budget is not considered within statutory guidance and the Constitution.

7.2.Current processes and financial controls mitigate against these risks.

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

8.1.The Council has a legal duty to ensure its expenditure can be met by its income, inclusive of reserves. The process outlined above must comply with relevant legislation.

9. HUMAN RESOURCES IMPACT

9.1. This is a report about process. It expected that as the reports go to each Committee attention will be drawn to any Human Resources impact on the Committee's functions.

10.HEALTH & SAFETY IMPACT

10.1.This is a report about process. It expected that as the reports go to each Committee attention will be drawn to any Health and Safety impact on the Committee's functions.

11.PROPERTY & ESTATES IMPACT

11.1.This is a report about process. It expected that as the reports go to each Committee attention will be drawn to any Property & Estates impact on the Committee's functions.

12.EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

12.1. This is a report about process. It expected that as the reports go to each committee Members will have regard to the Public Sector Equality duty in making their recommendations.

13.CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

13.1. This is a report about process. It expected that as the reports go to each Committee attention will be drawn to any to any Climate Change environmental impact and social value impact on the Committee's functions.

14.CRIME AND DISORDER REDUCTION IMPACT

14.1. This is a report about process. It expected that as the reports go to each Committee attention will be drawn to any Crime and Disorder reduction impact on the Committee's functions.

15.HUMAN RIGHTS IMPACT

15.1. This is a report about process. It expected that as the reports go to each Committee attention will be drawn to any Human Rights impact of the Committee's functions.

16.FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

16.1. This is a report about process. It expected that as the reports go to each Committee attention will be drawn to any FOI/Data Protection impact on the Committee's functions.

CONTACT OFFICER:

Name: Antony Baden

Job Title: Group Head of Finance and Section 151 Officer

Contact Number: 01903 737558

BACKGROUND DOCUMENTS:

[Council Constitution](#)

**Budget Process 2024/25
Flowchart**



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REPORT TO:	Environment Committee - 7 September 2023
SUBJECT:	Budget Monitoring Report to 30 June 2023
LEAD OFFICER:	Antony Baden – Group Head of Finance & Section 151 Officer
LEAD MEMBER:	Councillor Sue Wallsgrove, Chair of Environment Committee
WARDS:	All
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION:	
The Council’s budget supports all the Council’s Objectives.	
DIRECTORATE POLICY CONTEXT:	
Budget monitoring and forecasting are key in ensuring sound financial control and control of spending is in place. It is also a major part in ensuring sound governance arrangements.	
FINANCIAL SUMMARY:	
The report shows the Committee’s Revenue budget and Capital programme forecast out turn position for 2023/24 as at the end of Quarter 1.	

1. PURPOSE OF REPORT

1.1. The purpose of this report is to apprise the Environment Committee of its forecast out turn against the 2023/24 budgets, which were approved by Full Council at its meeting of the 9 March 2023.

2. RECOMMENDATIONS

1.2. To note the report.

2. EXECUTIVE SUMMARY

2.1. The report sets out in further detail the Committee’s Revenue and Capital programme budget performance projections to the 31 March 2024.

3. DETAIL

3.1. Table 1 below details the 2023/24 forecast revenue budget out turn as at Quarter 1 and anticipates a minor overspend of £3,000.

Table 1

			Table 1
Environment Committee			
	Budget	Forecast	Variances
	2023-24	Outturn	
Description	£'000	£'000	£'000
Building Control (D10)	192	192	
-			
Bus Shelters & Street Nameplates	210	10	
-			
Car Parks	(866)	(866)	
Cemeteries & Churchyards	33	33	
Cleansing Services	7,753	7,753	
Coast Protection & Land Drainage	212	277	65
Emergency Planning & Support	50	50	
Environmental Health & Protection	607	607	
Foreshores	67	23	(45)
Parks & Green Spaces	2,435	2,417	(17)
Private Sector Housing	288	288	
Management and Support Services (Engineering & Infrastructure Services)	582	582	
Total for Environment Committee:	11,363	11,366	3

3.2. The variances reported above for Coastal Protection & Land Drainage £65k, Foreshores (£45k) and Parks & Green Spaces (£17k) are due to timing differences between when the budget was set and beginning of the financial year.

3.3. Table 2 below details the 2023/24 forecast capital programme out turn as at Quarter 1 and anticipates an underspend of £200,000, which will be carried forward into the following financial year.

Table 2

Budget Monitoring 2023/24 - Capital Programme						June 2023 (Quarter 1 2023/24)		
Environment Committee								
Project	Original Capital Budget (Approved) 2023/24	Carry Forwards from 2022/23	Revised Capital Budget (Approved) 2023/24	Forecast Outturn for the Year (2023/24)	Variance (Forecast Outturn vs Revised Budget)	Capital Budget 2024/25	Capital Budget 2025/26	Capital Budget 2026/27
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Improvement & Discretionary Grants*	1,400	0	1,400	1,400	0	1,400	1,400	1,400
Keystone Centre	0	250	250	250	0	0	0	0
Sunken Gardens	0	226	226	226	0	0	0	0
Bersted Brooks Country Park	0	320	320	320	0	0	0	0
Parks Chipper								26
Place St. Maur	0	22	22	22	0	0	0	0
Play Areas	255	285	540	340	(200)	65	100	100
Environment Committee - Total	1,655	1,102	2,757	2,558	(200)	1,465	1,500	1,526
* Improvement and Discretionary Grants - (Disabled Facilities Grants)								

3.4. The total capital budget for 2023/24 is £2,757,000, which includes slippage from the previous year of £1,102,000. The forecast in table 2 indicates slippage in 2023/24 of £200,000 on the Skate Park project, which is reported in the Play Area project budget.

4. CONSULTATION

4.1. Consultation with other stakeholders is not required for this report.

5. OPTIONS / ALTERNATIVES CONSIDERED

5.1. n/a.

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

6.1. There are no additional financial implications arising from the matters set out in this report. Committee will note that the Group Head of Finance & Section 151 Officer will work throughout the financial year with other Group Heads to mitigate any overspends that have been highlighted in the report and to maximise potential income generation opportunities/cost avoidance efficiencies.

7. RISK ASSESSMENT CONSIDERATIONS

7.1. Regular budget monitoring and forecasting mitigates against the risk of poor financial control and ensures that Members are informed when corrective action is required and what action has been taken.

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

8.1. None.

9. HUMAN RESOURCES IMPACT

9.1. None.

10. HEALTH & SAFETY IMPACT

10.1. None.

11. PROPERTY & ESTATES IMPACT

11.1. None.

12. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

12.1. None.

13. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

13.1. None.

14. CRIME AND DISORDER REDUCTION IMPACT

14.1. None.

15. HUMAN RIGHTS IMPACT

15.1. None.

16.FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

16.1. None.

CONTACT OFFICER:

Name: Antony Baden

Job Title: Group Head of Finance and Section 151 Officer

Contact Number: 01903 737558

BACKGROUND DOCUMENTS:

Budget Book 2023/24

Minute 779, Full Council 9 March 2023 – Arun District Council budget 2023/24.

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Arun District Council

REPORT TO:	Environment Committee – 7 September 2023
SUBJECT:	Key Performance Indicators 2022-2026 – Quarter 1 performance report for the period 1 April 2023 to 30 June 2023
LEAD OFFICER:	Jackie Follis, Group Head of Organisational Excellence
LEAD MEMBER:	Councillor Wallsgrove, Chair of Environment Committee
WARDS:	N/A
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 Q1 Performance outturn of the Key Performance Indicators.	
FINANCIAL SUMMARY:	
Not required.	

1. PURPOSE OF REPORT

- 1.1. In order for the Committees to be updated with the Q1 Performance Outturn for the Key Performance indicators for the period 1 April 2023 to 30 June 2023.

2. RECOMMENDATIONS

- 1.2. As this report is an information paper, there are no recommendations for the Committee to consider. This report is to be taken as read only with Members having the opportunity to ask questions at the meeting on service performance. Members can also submit questions or comments on the indicators relevant to their committee and these will be considered by the Policy and Finance Committee on 26 October 2023.

2. EXECUTIVE SUMMARY

- 2.1. This report sets out the performance of the Key Performance indicators at Quarter 1 for the period 1 April 2023 to 30 June 2023.

3. DETAIL

- 3.1. The Council Vision 2022-2026 was approved at Full Council in March 2022. To support the Vision we need a comprehensive and meaningful set of performance measures which allow us to identify how well we are delivering across a full range of services. Two kinds of indicators were agreed at the Policy and Finance Committee on 17 March 2022. The first of these are annual indicators and will primarily update the progress against strategic milestones. In addition

to this 'key performance indicators' (KPIs) will be reported to committees every quarter. These KPIs are known as our Corporate Plan.

- 3.2. A short report and appendix will go to each of the other Committees in the cycle of meetings after each quarter has ended. This appendix will only contain the indicators which are relevant to each Committee.
- 3.3. A full report showing quarterly performance against all indicators (which are measured at that quarter) will go to the relevant Policy and Finance Committee meeting at the end of the cycle of the other Committee meetings. Members of the other Committees will be able to give comments or ask questions about the KPI indicators that are relevant to their committee and these will be submitted to the Policy and Finance Committee for consideration.
- 3.4. This is the quarterly report covering performance from 1 April 2023 to 30 June 2023 and will cover only those indicators that are due to be measured at this point.
- 3.5. Thresholds are used to establish which category of performance each indicator is within.

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

- 3.6. There are 42 Key Performance indicators. 10 of these indicators relate to this Committee and all 10 are measured at Q1.
- 3.7. This report gives the status of the indicators at Q1. Appendix A gives full commentary for each indicator.

Status	Number of Key Performance indicators in this category at Q1
Achieved target	5
Didn't achieve but within 15% range	4
Didn't achieve target by more than 15%	1
TOTAL	10

- 3.8. Actions to be taken

CMT will continue to monitor the indicator that was not achieving at Q1 (CP39).

4. CONSULTATION

- 4.1. No consultation has taken place.

5. OPTIONS / ALTERNATIVES CONSIDERED

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

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

6.1. None required.

7. RISK ASSESSMENT CONSIDERATIONS

7.1. None required

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

8.1. None required

9. HUMAN RESOURCES IMPACT

9.1. Not applicable.

10. HEALTH & SAFETY IMPACT

10.1. Not applicable.

11. PROPERTY & ESTATES IMPACT

11.1. Not applicable.

12. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

12.1. Not applicable.

13. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

13.1. Not applicable.

14. CRIME AND DISORDER REDUCTION IMPACT

14.1. Not applicable.

15. HUMAN RIGHTS IMPACT

15.1. Not applicable.

16. FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

16.1. Not applicable.

CONTACT OFFICER:

Name: Jackie Follis

Job Title: Group Head of Organisational Excellence

Contact Number: 01903 737580

BACKGROUND DOCUMENTS: *None*

No.	Indicator	Council Vision Theme	Service Committee to consider this	CMT Member	Assess by	Target 2023	Q1 Status	Q1 Commentary
CP12	Number of missed refuse and recycling collections per 100,000 within contractual target	Improving wellbeing of Arun	Environment	Philippa Dart	Lower is better	80	Achieving Outturn for Q1 71.99	The year to date figure is 71.99/100,000, this is within target and reflects the improved performance since the introduction of Whitespace (in-cab technology). The June figures showed a significant improvement in missed recycling with a monthly figure of 44.97/100,000. This is a significant improvement in service and compares with 103.29/1000,000 misses for the corresponding month last year.
CP13	Food businesses with food hygiene ratings of 3 (satisfactory and above)	Improving wellbeing of Arun	Environment	Karl Roberts	Higher is better	93%	Achieving Outturn for Q1 98.70%	Maintaining compliance levels above target. Follow up actions continue to be taken where a rating of 3 or above is not achieved and include, warning letters, re-inspections, and where necessary enforcement notices. During Q1, 73 written warnings, and 3 improvement notices were issued and 3 rescors completed. Please note that an updated FHRS score can only be given once improvements have been made and a paid for rescore visit is completed, meaning although premises may have improved this is not always reflected in the FHRS performance level reported.
CP22	Vacant private sector dwellings returned to occupation	Delivering right homes in right places	Environment	Karl Roberts	Higher is better	50	Achieving Outturn for Q1 23	On target to exceed the target of 50 by the end of March 2024. Administrative post provided is freeing up officer time to deal with the more complex cases in the district.
CP23	Residual household waste per household per annum	Supporting environment	Environment	Philippa Dart	Lower is better	450kg	Achieving Outturn for Q1 109.49kg.hh	This figure is around the same when compared to the Q1 figures for 2022/2023 which was 109.62 kg.hh. As with the previous year, this low figure can be attributed to the current economic climate and cost of living crisis having an effect on consumer behaviour and how they view disposable materials.
CP24	Household waste sent for re use, recycling and composting. 50% annual target.	Supporting environment	Environment	Philippa Dart	Higher is better	50%	Not achieving but within 15% range Outturn for Q1 47.51%	We have already seen an improvement in overall waste sent for reuse, recycling and composting with 47.51%. This is an improvement on the overall total for the 2022/ 2023 year which was 42.93% with Garden Waste seeing a significant increase compared to the same quarter last year.
CP25	Contractor achieving performance target for all green space management operations following monitoring	Supporting environment	Environment	Philippa Dart	Higher is better	>66%	Not achieving but within 15% range Outturn for Q1 66.70%	Site inspections broadly returned mixed results. Some revisits were required by Tivoli to meet the required standards. This was largely due to a new operating system being used and a move away from paper record keeping and the more observable effects of climate change. The weather, likely being influenced by climate change, is continuing to affect grounds maintenance across the district and the country. Previously changeable weather is giving way to longer spells of drought and intense rain. That combination is affecting teams' progress and impacting machinery in a number of ways. Grass growth this year has been phenomenal and has been challenging to keep on top of. Working with Tivoli we've had to develop and implement a creative new way to ensure our greenspace estate is maintained to an appropriate standard. That has meant more targeted areas of long grass, but which also helps meet biodiversity objectives without impacting on local amenities. Other operational tasks more reliably meet or exceed the required standards, for example litter management which broadly exceeds expectations. Changes over winter and an improved employee recognition scheme has improved staff morale and retention, which has helped the situation.
CP37	Building Regulation submissions processed within 5 weeks (or 2 months if client requests extension)	Fulfilling Arun's economic potential	Environment	Karl Roberts	Higher is better	100%	Not achieving but within 15% range Outturn for Q1 99%	Marginally below performance target (-1.0%). Due to work volume, long-term staff absence and current Surveyor vacancy.
CP38	% of Building Regulation submissions assessed within 21 days of date of deposit with the Council	Fulfilling Arun's economic potential	Environment	Karl Roberts	Higher is better	60%	Achieving Outturn for Q1 75%	Exceeded target.
CP39	% of Building Control applications registered within 3 days	Fulfilling Arun's economic potential	Environment	Karl Roberts	Higher is better	60%	Not achieving Outturn for Q1 15%	Target not met due to work volume, long-term staff absence and current Surveyor vacancy.
CP40	Building control site inspection dealt with within one day	Fulfilling Arun's economic potential	Environment	Karl Roberts	Higher is better	100%	Not achieving but within 15% range Outturn for Q1 97.68%	Target missed by 2.32% due to work volume (10% more site inspections in Q1 of 2023 than in Q1 of 2022), long-term staff absence and current Surveyor vacancy.

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Arun District Council

REPORT TO:	Environment Committee - 7 September 2023
SUBJECT:	Public Space Protection Orders for Dogs
LEAD OFFICER:	Karl Roberts, Director of Growth
LEAD MEMBER:	Councillor Wallsgrove, Chair of Environment Committee
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.	
Regulation of the renewed PSPO can be met within existing resources	

1. PURPOSE OF REPORT

- 1.1 This report seeks to update Committee on the outcome of the public consultation process on the renewal of the Public Space Protection Orders (PSPOs) for the control of dogs in specific areas within their respective schedules within the Arun District, which expire on 5 November 2023, with a recommendation to renew the PSPOs for a further three years from November 2023 with amendments to The Dogs on Leads schedule to include a further three areas.

2. RECOMMENDATIONS

- 2.1. That the Environment Committee approve the renewal of the existing PSPOs for a further three years with effect from November 2023; with amendment to the Schedule within The Dogs on Leads PSPO to include the further three areas:
- (i) Public Water play areas (fenced and unfenced) including Place St Maur, Bognor Regis
 - (ii) Hotham Park Discovery Garden
 - (iii) West Beach Board Walk
- 2.2. That authority is given to the Council's Legal Services Team to seal the PSPOs as above in 2.1.

3. EXECUTIVE SUMMARY

- 3.1 This report seeks to update Committee on the outcome of the public consultation process in relation to renewal of the PSPO for dogs, with recommendation to adopt an amended PSPO 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 Following approval from Environment Committee on 15 June 2023, Public Consultation was carried out from 3 to 31 July 2023 on proposals to renew the PSPO for a further three years with additions to the dogs on lead provisions in relation to Place St Maur and water play areas, Hotham Park Discovery Garden and West Beach Board Walk.

4.7 In Summary the Council's four 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

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.

5. CONSULTATION

- 5.1 Public consultation was undertaken between 3 and 31 July 2023 on proposals to renew the current PSPOs which expire on 5 November 2023 for a period of 3 years, including addition of dogs on leads in relation Place St Maur and other water play areas, Hotham Park Discover Garden and West Beach Board Walk. Consultation was via a Survey on the council's website, which was also publicised via social media, town and parish councils and the council's own website News and newsletter.
- 5.2 A link to the existing PSPOs is provided in the background documents section of this report.
- 5.3 The survey results are provided in Appendix 2 to this report. There were 396 responses to the survey, 179 being from dog owners and 217 from non-dog owners. There were also 214 individual comments, these can be found at Appendix 3 to this report and have been summarised in Appendix 4.

5.3.1. The public consultation showed a good level of general support for the Proposals, with some support for stricter controls, for example for extended controls on beaches, and for a greater enforcement presence.

5.3.2. There were 214 responses. There was support of between 98%-75% approximately, for renewing the existing controls and for the proposed amendments. The subjective comments are summarised as follows:

Support for the proposals	199
Fewer controls than proposed	21
More/Effective enforcement	13
More dog waste bins (Currently: 468 Bins)	10
Greater controls than proposed	6
Variations on proposed controls	3
Improved signage	7
Opposed to West Beach board walk proposal	1
Opposed to Place St Maur, Bognor Regis proposal	0
Opposed to Hotham Park discovery garden proposal	0

5.4 Consultation also included internal stakeholders, as well as the Chief officer of police, the Crime Commissioner, West Sussex County Council and Town and Parish Councils. Responses received are as follows.

5.4.1 Sussex Chief of Police: No specific response received. Confirmed completion of the survey.

5.4.2 Sussex Police Dog Liaison Officers: No specific response received. Confirmed completion of survey.

5.4.3 Police and Crime Commissioner: No specific response received. May have completed the online survey.

5.4.4 West Sussex County Council: No specific response received. May have completed the online survey.

5.4.5 Clerks to Town & Parish Councils:

- No specific comments received.
- One clarification request for geographical areas covered by Proposal.
- Some completed the survey as indicated in redacted comments to survey question number 9.
- The Members of Kingston Parish Council asked their Clerk to make clear that “it is the beach itself as well as the Greensward (both or separately) that they would like to know about the potential for the area being designated as an area that PSPO for dog controls could be applied.”

5.4.6 ADC District Councilors:

- Two sent emails fully supporting the proposal.
- One stated that the proposed PSPO complements the existing annual Dog on beaches Ban from 1 May to 30 September.

5.4.7 ADC Environmental Services: Support dogs on leads through the wet play areas of Place St Maur, Bognor Regis.

5.4.8 ADC Foreshore Officer: In support of the Proposal.

5.5 Detailed comments were also provided by the Dogs Trust, which overall were in support of the proposals if suitably administered. Their comments are provided in appendix 6.

6. OPTIONS/ALTERNATIVES CONSIDERED

- 6.1. Not to renew to PSPO. This would mean that the existing PSPOs would expire on 5 November 2023.
- 6.2. To renew the existing PSPO without changes. This would mean additional areas recommended for dogs on lead could not be controlled under these provisions.
- 6.3. To make further amendments to the proposed PSPOs and adopt. Any additional changes must be evidence based and may cause delay should further public consultation be required and may risk challenge to the council.

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 or the implementation of the new PSPOs, will need to be managed within the existing departmental revenue budget.

8 RISK ASSESSMENT CONSIDERATIONS

- 8.1 Failure to 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.

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

- 9.1 The Council may make a Public Spaces Protection Order where it is satisfied on reasonable grounds that activities carried on in a public place have had a detrimental effect on the quality of life of those in the locality, or that it is likely that activities will be carried on in a public place and that they will have a detrimental effect. In addition, the Council must be satisfied that the effect of the activities is persistent or continuing, that the activities are unreasonable, and that the effect justifies the restrictions imposed by the notice. The order may prohibit specified things being done, and/or require specified things to be done by persons carrying on specified activities.

- 9.2 Ongoing assistance and advice from Legal Services will be required to implement the PSPO. The Environment Committee is advised that an interested person (someone who lives in, regularly works in, or visits the restricted area) can challenge the PSPO in the High Court within six weeks of it being made.

- 9.3 The validity of the Order can be challenged on two grounds:

- i) That the Council did not have the power to make the Order, or to include particular prohibitions or requirements.
- ii) That one of the requirements (for instance, consultation) had not been complied with. The making of a PSPO can also be challenged by judicial review on public law grounds within three months of the decision.

10 HUMAN RESOURCES IMPACT

No Human Resource implications have been identified.

11 HEALTH & SAFETY IMPACT

PSPOs provide an important means to control anti-social behaviour relating to dogs, thereby ensuring protection of the health and safety of the community. The proposal to renew the PSPO will maintain protections for the community, with the proposed amendments potentially offering further reduction in health and safety risks.

12. PROPERTY & ESTATES IMPACT

There will be no direct impact on the management of the Council's property portfolio.

13. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

- 13.1 An EIA has been completed and is attached at Appendix 1.
- 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 renewal of the PSPO not occur, it will expire on 5 November 2023 reducing controls over anti-social behaviour associated with dogs.

16. HUMAN RIGHTS IMPACT

- 16.1 Consultation in relation to the proposed PSPOs was carried out as detailed in section 5 of this report, and provided an opportunity for the public and stakeholders to provide feedback, ensuring that an human rights concerns could be highlighted and considered by the Environment Committee.

17. FREEDOM OF INFORMATION/DATA PROTECTION CONSIDERATIONS

- 17.1 Consultation feedback has been managed in accordance with GDPR provisions. Consultation responses are reported back to committee herein, have been 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

[Report packs and Minutes Environment Committee 15 June 2023 - approving public consultation for proposed PSPO](#)

Appendix 1, Equalities Impact Assessment

Appendix 2, Public Consultation Survey graphical results (396 responses)

Appendix 3, Public Consultation Survey Individual Comments (214 responses)

Appendix 4, Public Consultation Summary of comments received.

Appendix 5, Plans of Dog Control Areas.

Appendix 6 Consultation response from Dogs Trust

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:

[Fines | Arun District Council](#)

Dogs on beaches ban:

[Our rules for activities allowed on our beaches. | Arun District Council](#)

PSPO (Dog Controls) News article of 3 July 2023 and Survey:

[Dogs in open spaces and on beaches...what do you think? | Latest news | Arun District Council](#)

EQUALITY IMPACT ASSESSMENT

Name of activity:	Public Space Protection Orders for Dogs	Date Completed:	08/08/23
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 renew the amended 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 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?

An online public consultation survey was conducted between 3 and 31 July 2023 incl. and 396 completed questionnaire responses were received plus 214 additional comments, all who were overwhelmingly in favour of renewing the amended PSPO (Dog controls) for another 3 years from November 2023.

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

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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. Proposed 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)	No	

refers to the period after the birth)		
Race (ethnicity, colour, nationality or national origins & including gypsies, travellers, refugees & asylum seekers)	No	
Religion & belief (religious faith or other group with a recognised belief system)	No	
Sex (male / female)	No	
Sexual orientation (lesbian, gay, bisexual, heterosexual)	No	
Whilst Socio economic disadvantage that people may face is not a protected characteristic; the potential impact on this group should be also considered	Yes	PSPOs create offences which can result in fixed penalty notices (FPN) 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 public consultation in 2020. Existing PSPO for Dogs (2020). Reviewed and updated from a new Public Consultation for 2023 which received 396 survey responses between 3 and 31 July 2023 incl. 214 additional comments were received during the consultation process, Member (Cllr.) comments, internal consultees and other Stakeholders have all been consulted during this process and their comments noted and 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
None.			

Monitoring & Review	
Date of last review or Impact Assessment:	20/09/20
Date of next 12-month review:	09/08/23
Date of next 3-year Impact Assessment (from the date of this EIA):	

Date EIA completed:	09/08/23
Signed by Person Completing:	C Arm

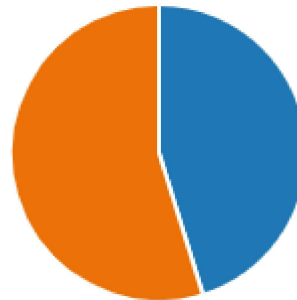
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Dogs in open spaces and on beaches – time to have your say

396 Responses	04:18 Average time to complete	Closed Status
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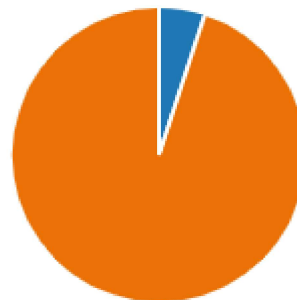
1. Are you a Dog owner?

● Yes	179
● No	217



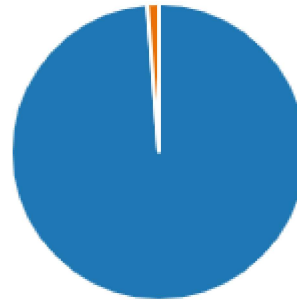
2. Are you responding on behalf of a: Responsible Authority, Organisation or Charity?

● Yes	20
● No	376



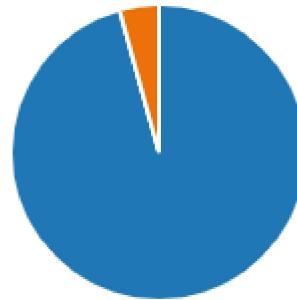
3. Do you support the continued use of the Public Space Protection Order (PSPO) to require dog owners to remove dog faeces?

● Yes 391
● No 5



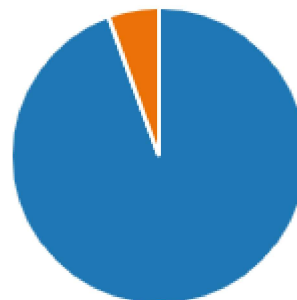
4. Place St Maur in Bognor Regis was refurbished last year and is now a busy open space with water fountains which are popular for children’s play. The area also hosts events. Whilst it is not a formal play area in the traditional sense, it is proposed that a dogs on leads requirement is formalised here all year round for the protection of users.

● Yes 379
● No 17

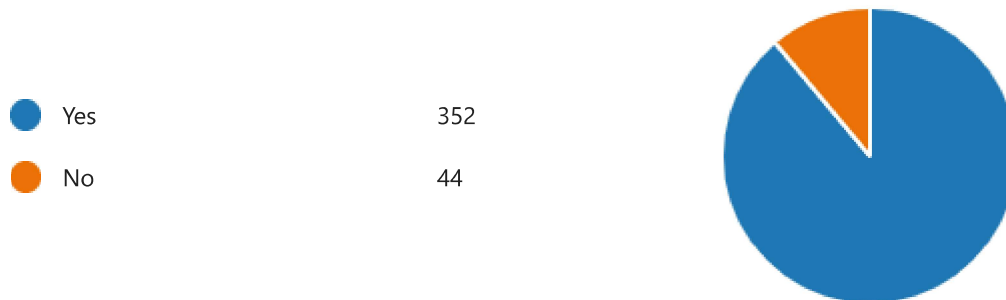


5. There are several existing restrictions within Hotham Park and it is proposed to extend dogs on leads to the discovery garden which is primarily used for environmental and or outdoor education purposes.

● Yes 374
● No 22



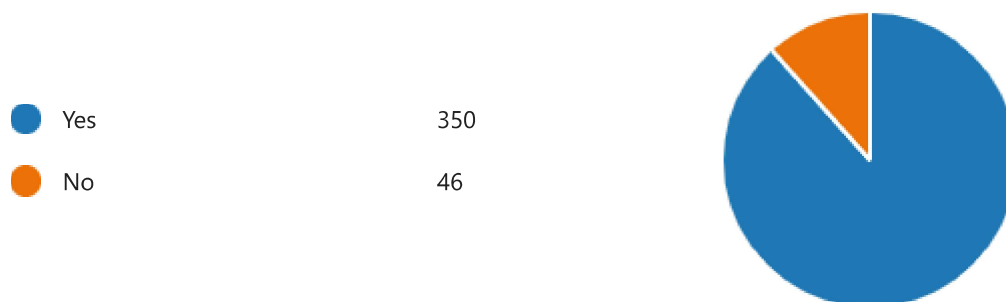
6. There are increasing issues with dog fouling along the West Beach board walk. The boardwalk runs through the Site of Special Scientific Interest and a Nature Reserve. Many people let their dog out of the car from the Rope Walk car park, therefore it is proposed that the area leading to the boardwalk by the toilets to be dogs on leads.



7. Do you support the continued use of the existing PSPO to enable an authorised officer to require a dog owner to put their dog on a lead?



8. Do you support the use of the PSPO to require dogs to be kept on leads for all water play areas?



9. Are there any relevant comments you wish to make on the proposed PSPOs for Dog Controls?

214
Responses

Latest Responses

"There are increasingly fewer places to let dogs run lead free ...

[Update](#)

61 respondents (28%) answered **dog owners** for this question.



9. Are there any relevant comments you wish to make on the proposed PSPOs for Dog Controls?

214 responses

1	anonymous	Why are the rules not enforced?
2	anonymous	Fouling is an issue on all open spaces and nothing is done to enforce the rules. Why is extending it likely to stop irresponsible owners from continuing to flout the rules?
3	anonymous	All dogs should be on leads that way there is no problems .
4	anonymous	Dogs should be on leads in all Public areas
5	anonymous	I don't envy the District Council trying to tackle irresponsible dog ownership but there are so many dogs around and responsible dog owners need to accept such measures are necessary for the protection of all of us.
6	anonymous	Any dog fouling that is not picked up should be a fined offence wherever. Dogs required to be in leads in water parks or specific fenced areas is good A dog should be under control and return to its owner on recall, this does not mean that they should always be on a lead unless they are not controlled or able to walk alongside owner in busy areas
7	anonymous	There should be firmer controls and more enforcement officers ensuring that dogs are kept on leads in the Greensward at Felpham. Dog regularly foul without owners picking up because they haven't seen' and run around, especially difficult when children are playing. Please do something to keep children safe.
8	anonymous	Dogs should be on leads, I have stopped many dog owners whose dogs have fouled whilst wandering away from their owners and just leave it. There should also be limits on how many dogs you should be allowed to walk at one time as they are unable to control them all at once. There should also be more control on beaches with dogs off leads especially during the summer periods, despite there being signs owners have no regard and have never seen anyone stopped who isn't complying with the rules.
9	anonymous	Particularly since the pandemic dog ownership has risen and a large proportion of the countries families now have a dog as a valued member. Arun district is a large tourist destination area and many of those areas involve water. We need to be mindful that we provide areas that cater recreational space for people with dogs and without dogs(dogs on leads) so that families do not travel hundreds of miles to spend a day with us only to find that part of the family is not welcome

		and they turn away never to return or they lock their dog in the car for the day.
10	anonymous	Dogs should be kept on leads in all public spaces, with no exceptions
11	anonymous	Fully support use of these controls, many people however aren't following them and can be difficult to challenge, please consider how the rules are shared and enforced
12	anonymous	I have had to stop taking my children to certain places, Felpham seafront being one of them, because of the amount of dog poo EVERYWHERE. My child literally got covered in it while walking across the stones.
13	anonymous	Dogs on leads on all beach areas. And only off leads on the designated areas. Perhaps dogs could be allowed on the beaches before and after certain times i.e. before 10am and after 8 rather than banning them altogether from May -October
14	anonymous	The amount of out of control dogs is a major nuisance. Many owners do not take responsibility for their dogs.
15	anonymous	Dogs should be on leads in all public places including beaches in Summer months
16	anonymous	This also needs policing. The amount of dog poo in the whole area on pavements is disgusting.
17	anonymous	I would totally support them we need to be able to create shared open spaces . To share and open space there needs to be fair rules for dog owners and non dog owners . Many areas are currently out of bounds to us due to my child having a fear of dogs and we cannot guarantee a dog will not run at him. (many are not controlled) Making changes to make some areas to make dogs on leads would be a great addition to making areas more inclusive to all users . I would also propose that the Dog controls in place are considered to be made all year round i.e. can the rules around the beach use of no dogs on The beach from the beach hut to harbour become an all year round rule along with dogs on lead on the promenade ? Then it's consistent , clear rules and makes the beach an accessible place for all year round . Dogs take over the greens / beach from Rustington to Goring so be good to have a little space constantly free of dogs . It should also be dogs on leads through places like Mewsbrook park. You can't walk through that park without a dog running up to you . I love Dogs but they are not for everyone . Dogs should be on leads near all Children's play parks . Thank you for raising this survey
18	anonymous	The refusal of owners to pick up after their dogs has got so out of hand in Littlehampton. I am embarrassed to see so many visitors come to our town and beaches which are meant to be blue flag! Having to dodge

		dog poo at every turn. A common phrase heard on a day out along Littlehampton seafront is 'watch out for the dog poo' sad you can't just let kids run and play without the sad realisation that they'll step in some. It's disgusting and disgraceful. Shame you don't invest in a warden, more bins and actually fining people, these surveys are pointless. The regeneration of the seafront is also a waste of time, more places for dogs to fowl.
19	anonymous	I feel there should be some area where dogs are allowed off lead to be able to enjoy water based activities at maybe certain times of the day / week. But not within the environmental areas. I feel there needs to be more poo bins in some areas and harder/more penalties in place for fouling as this is becoming bad in certain areas. (Especially along the River in Littlehampton)
20	anonymous	No dogs on East beach is often ignored and people get angry when approached to point this out maybe permanent signs would be better than those currently used.
21	anonymous	I do not go to West Park anymore as I am fed up with owners not picking up their dogs mess. Why are there no patrols to fine these inconsiderate owners .
22	anonymous	Increased signage to make dog owners aware of the rules in locations
23	anonymous	I think that some areas should be completely dog free. Especially where children may be. Some children are petrified of dogs and this can ruin the experience for them and their families. The amount of dogs in areas where they must be on a lead, that are NOT on a lead is growing and its not on. Dog owners feel entitled and they might believe their dog is safe but that won't help people with phobias
24	anonymous	As a dog owner, I support most of the points mentioned in this consultation, but it's also important not to end up restricting responsible dog walkers with well behaved dogs due to a limited amount of irresponsible dog owners. I feel the council is just opting for the cheapest solution here. Using a sledgehammer to crack a nut.
25	anonymous	No
26	anonymous	I'm fed up of being knocked over in the parks and public spaces by teenagers etc on bikes and motor scooters. For me the fear of a broken hip or worse from these is far worse than a dog being loose.
27	anonymous	Too many dog owners seem to believe their dog is exceptional, with little regard for the safety and well being of young children, families, and other dogs who may not respond well to dogs off the lead. Far too often it is those dogs off leads who appear to have little training, and with owners who simply cannot control their dog. Our public spaces should be safe for all, and families and individuals should not have to have

		eyes in the backs of their heads or be worried that an uncontrollable dog is going to potentially cause distress, injury, or harm - either to members of the public, or to other dogs.
28	anonymous	This needs to be extended to include Arundel public spaces.
29	anonymous	This needs to be extended to include Arundel.
30	anonymous	All parks should insist that dogs on leads. Much more dog fouling on prom from Aldwick to Felpham. No visible enforcement - this needs to be improved.
31	anonymous	It would be a shame if all dogs and their owners were penalised because of the few who cannot/will not clean up after their dog or keep under control
32	anonymous	Dogs should be kept on leads no longer than 2 meters in these areas. Retractable leads should be locked at a short length.
33	anonymous	The beach was a problem to us last Summer when a dog was allowed to run free (without a lead) and ran up to where we were sitting on our picnic rug and just cocked a leg against our cool box! The owner whilst being embarrassed, had to be asked to clean up after this dirty and unacceptable act. I was there with my two young grandchildren at the time. Off-putting to be certain and totally unacceptable. All dogs must be under total control in public spaces! Also there is a huge dogs mess problem along the walkway opposite Marine Park Gardens . Disgusting when Dog Bins are provided. When these bins are full (and smelling badly) owners should take the dog mess home in the bag and not just throw the bags on the ground!
34	anonymous	Dogs must be kept on leads and under control in all public spaces. I am sometimes shocked and disappointed by attitudes of dog owners when challenged to "clean up after their pet". No one should have to see dog mess left on paths, grass, Esplanades etc. It is filthy. Dogs should never run up or jump up at children, elderly, disabled or ANYONE! All dog owners must be responsible and show respect. If you cannot train your dog or clean up after it you should not be taking it out where other people aim to enjoy this wonderful place we live or are lucky enough to visit.
35	anonymous	Nobody enforces this
36	anonymous	Enforce it correctly and instigate fines when not.
37	anonymous	I would like to see dogs in all public spaces on leads. Far too many times my dog has been pounced on by dogs running freely under no control by the owners. When I complain I am verbally attacked.

38	anonymous	It is good to see responsible dog owners with their dogs on leads in the designated areas but sadly some people persist in ignoring the rules!
39	anonymous	I feel all dogs should be on leads in all public spaces at all times. Also can you spot check people with dogs and if they don't have poo bags with them send them home or fine them ? Also please can you increase the number of dog poo bins please along the sea front in Littlehampton by mewsbook park end and also the other end of the board walk on west beach would be handy. 🐕
40	anonymous	Just ban dogs from play areas. Filthy, disgusting poo everywhere. Dogs that jump up on people and children. They are horrible things. There should be dog free areas where the rest of us can be safe from dog poo and "friendly" dogs getting all over us when we don't want them.
41	anonymous	Any public space that has children playing should have dogs in leads only
42	anonymous	No more restrictions .Most dog owners are responsible people.
43	anonymous	I object to the Discovery Garden requiring dogs on leads as this area is used by people to drink and do drugs. Every time the wall is repainted to allow it to be used for lessons, etc. The wall is graffiti again. Broken bottles and human excrement is common. The idea of the place is great but currently this isn't maintained. Security very rarely walk through here so I think dog owners using this area may be a deterrent.
44	anonymous	There are responsible owners and irresponsible owners of dogs. As a dog owner I see it as a privilege to be able to walk with my dog running free. To ensure this continues and because I wish dogs to be viewed in a positive light I currently pick up other dogs faeces. Irresistible owners will not pick up their dogs faeces irrespective of the rules.
45	anonymous	More effort should be made to enforce poo collection. People leave poo even if the dog is on lead. Often bagged and left.
46	anonymous	I found this survey whilst looking for rules on dogs at Climping and Littlehampton beach. I have been walking the England Coastal path and have not experienced any issues with dogs walking from Hastings to Rustington. I experienced 2 problems last Saturday in Littlehampton and 3 between Climping beach cafe and West Beach cafe yesterday. One lady was walking 5 dogs all off lead and they surrounded me and she did not attempt to recall them and found it amusing I was nervous. Another couple with a large Alsatian appeared to have no control of their dog as it chased a small child on his bike. I think all dogs should be on leads at all times in public areas. They can be unpredictable and make walking a traumatic experience.

47	anonymous	There should be more restrictions, would like to see present ones enforced and Hotham Park to be a lead inly area. It's getting quite unpleasant to use with dogs running at you and faeces everywhere.
48	anonymous	I really support the PSPOs in public spaces. I have two young children and dogs have approached them and got too close where owner's didn't call them back or dogs ignored them. Not everyone is comfortable around dogs.
49	anonymous	Dog control is required but dogs should be allowed to run free on the beach but owners required to clean up after them.
50	anonymous	Far too many "dog owners" consider open public spaces to be a playground and toilet for their dogs, without consideration for others. Humans come before animals!
51	anonymous	Laws should be made to stop use of extending leads everywhere except in open spaces. Frequently I have nearly been tripped over because people use them on pavements - you just don't see the lead, or sometimes even the dog!
52	anonymous	Bring back mandatory dog licences
53	anonymous	I live in Elmer and am concerned that unless you have a dog you are not welcome on the beach. The situation of unruly dogs has got much worse in recent years due to owners allowing their dogs to run around off leads. Dogs constantly jump up at you whilst their owners chat with other dog owners and shout that the dog will not hurt you. We have had a dog pee on our grandsons sand castle and steal our picnic in the past only for the owner to shout four letter words at us. Some people exercise multiple dogs at a time. The problem I feel is exemplified because there are no restrictions on Elmer beach and so people not only from Elmer use it. The dog population has definitely increased in the 14 years I have lived at Elmer. Unfortunately with it there is an increase in irresponsible dog owners. [REDACTED]
54	anonymous	Would be an idea for more signage around the areas where dogs are required to be on the lead
55	anonymous	in residential areas to dogs must be kept on leads owners need to pick up their dog poo
56	anonymous	I have a genuine fear of dogs, and I feel safer when they are kept on leads. Thank you
57	anonymous	More free education on how to provide enrichment for the dog other than just off lead exercise in public spaces.
58	anonymous	Should be extended to other areas than just Bognor and Littlehampton. Pagham Beach also has issues with dogs off leads and fouling.

59	anonymous	I don't think dogs should be allowed on beaches on or off the lead. Between Worthing and Littlehampton.
60	anonymous	There should be more areas where owners have to keep their dogs on a lead. Far too many badly behaved, particularly big dogs, are let off their leads with no recall
61	anonymous	It is highly important, for the purposes of child health and public nuisance, for domestic dogs to remain in the control of their owners, and for owners to be required to clean up dog faeces in all public areas.
62	anonymous	Limit the number of dogs that can walked at one time to a maximum number of 4 per person. Professional dog walkers often take a large number out and that can be very intimidating for some people and other pets.
63	anonymous	Unfortunately dogs are being let to walk off leads even on very busy roads and on private estates also on beaches where they do not see if their dog has defecated as they are not watching them so being on a lead would stop that, but to get some folk to pick up may be another matter !!
64	anonymous	All local beaches should ban dogs in the summer. My son who has cerebral palsy stepped in dog poop on Pagham beach last year.
65	anonymous	dogs should be on leads on all roads, including private roads. any time dogs are off leads the owners are not fully aware of when they need to pick up after them.
66	anonymous	Dogs to be allowed on beaches, off leads, in quieter areas during summer and on the whole beach during winter
67	anonymous	I am a responsible dog owner and I always pick up after my dog. In my experience a lead does nothing to make an irresponsible owner clear up, they will still just walk away you need to impose fines and let people know you are doing so
68	anonymous	Throughout summer time I feel that dogs should be kept on leads on Beaches. Many times I have been on the beach h with my family and grandchildren and have been bothered by dog owners letting their dogs s run free and not be under control. A simple notice on beaches during summer months should state that dogs should on less under control between certain times and dates Thankyou
69	anonymous	Agree with the above. Dogs running loose in crowded areas are dangerous. Having them on leads and kept under control is better for families than not having them able to attend at all. Agree that the fouling at West Beach has increased so leads are necessary. Unfortunate that as usual, the majority have to pay for the minority's sins but that's life. Perhaps the only way to learn.

70	anonymous	Please see the current issue of British Wildlife Vol34 No7 June 2023 on the environmental impact of dogs. It raises some concerning issues. Far greater restrictions need to be placed upon dog owners if our local environment is to be protected. [REDACTED]
71	anonymous	Dog owners need to show greater responsibility!
72	anonymous	Ensure there are sufficient dog waste bins in restricted areas so there is no excuse for dog waste not being picked up by their owners
73	anonymous	Dogs should be on leads at all times, except on private land.
74	anonymous	Dogs should not be allowed in areas where children play even if on a lead as dogs can break away from their owners grasp. Child safety over dog freedom should be paramount.
75	anonymous	It would be nice if there was some sort of procedure to deal with the people whose dogs constantly are out of control and attacking other dogs , particularly when other dogs are on lead
76	anonymous	All dogs need to be on a lead on beach areas. Many dogs are left to roam without the owners taking responsibility for their actions e.g. pinching people's food, not picking up after them, if they were on a lead they could keep them on a lead.
77	anonymous	I think there are people who just think their dog should be able to go any where and I think this is wrong. I wholly support the requirement to have dogs on a lead , I would also like to see dog free areas totally ...not everyone likes dogs, and some bark and are aggressive frightening adults and children alike. I would like to see dog licenses introduced too, but I guess we have no chance of that , so let's curb some aspects of dog access please ! Well done for these proposals !
78	anonymous	Only that I remain astonished at how little control there really is. Quite why dogs can run freely in parks and other public areas is a mystery.
79	anonymous	Many dogs are trained to behave in an acceptable manner, therefore dogs should be able to walk in some areas whilst off lead, under close control.
80	anonymous	Dogs should be on leads where sport is played formally by a club on land rented by them from ADC e.g. Bognor rugby club.
81	anonymous	I think dogs should be on leads at all times unless a fenced open space specifically for dogs to run free is made available. Not everyone is comfortable with dogs running about when they are out walking
82	anonymous	There is no legal provision for an authorised Council Officer to enable them to enforce these regulations and they can only advise. Many people ignore these rules. The Environmental Enforcement team,

		whose job is to enforce these regulations are very rarely around and from the record of prosecutions made concentrate on the dropping of cigarette butts and not on the control of dogs. You can extend these regulations, but unless you properly police this nothing will change. Perhaps the return of the Council's Dog Wardens we once had may be the first step to improving dog control.
83	anonymous	At Hotham Park, dogs are meant to be on leads, but many dogs are off the lead and this needs to be in forced.
84	anonymous	I don't think dogs should be on the Place St Maur at all as once they are in the water and they foul in it who is going to be responsible for cleaning it up?
85	anonymous	Off lead dog owners frequently do not pick up after their dogs - could the possibility of a fine encourage them to do so? Sadly a small few are tarnishing all dog owners. Great owners and dogs need to help stop the rot x
86	anonymous	I'm finding more and more that people aren't controlling their dogs on the beach at East Preston. I'm a bit scared of dogs & really don't like it when they jump up at me. The owners generally just think it's OK or they try (but fail) to recall their dog. I think notices such as "Keep your dog on a lead if you can't keep it under control" would be a good way to go on all our beaches.
87	anonymous	dog lover but not owner, but unfortunately not all owners consider others so agree with all above
88	anonymous	All dogs should be in a lead in public places an beaches regardless.
89	anonymous	There are a number of owners who think that sensible restrictions do not apply to them, and have little thought or respect for public health and environmental protection. Well done Arun of tackling issues.
90	anonymous	all around Bognor Felpham the beaches are banned from dogs being on them during summer periods, this means dog owners make a be line for Elmer which is not restricted. I have cease to use the beach since a dog owner with a dog off of a leash allowed his dog to urinate on my 2 small grandchildren's sand castle, when tackled there was no apology and totally unconcerned. Another problem is that people want more than one dog, some cases up to five, it's like a competition who can own the most!!!! I feel there should be a dog licence for each dog owned & a fee paid every year as in the distant past. This would help pay for wardens, I hope Arun will take the lead & introduce this locally in our area, then it would be a start of a nationwide ruling. ***** *****

91	anonymous	There should be a easier reporting mechanism to report dogs not on leads, so whilst we appreciate you cannot respond each time, it will build up a trend location picture for you to concentrate on to re-educate
92	anonymous	The technology is there use it. All dogs should be licenced with microchips (Wi-Fi Bluetooth). Dog licenced DNA on record allows officers to collate evidence of fouling with fines of £250 and three strike rule. Just do it! So simple
93	anonymous	More wardens to keep a higher profile to deter irresponsible dog owners not picking up their pets faeces.
94	anonymous	Think they need to be extended further. Would be good if dogs were required to be on lead on our beaches if the owners cannot keep them under control.
95	anonymous	I'm afraid there have been several incidents involving dogs and their owners over the years but here are a couple of recent ones; last summer we were having a family picnic on the Green when a dog (off its lead) came bounding over sniffing at our food, its feet treading on our blankets and then began growling and barking because we wouldn't feed it. We called to the owner who was a fair distance away who replied "it's alright, he won't hurt you", we were left with grandchildren frightened and crying and a ruined picnic. She gave no apology what-so-ever and just walked away, the final insult before the dog ran off was it cocked its leg and wee'd over my foot. Another time was a couple of months ago we took our [REDACTED] grandson's to the Crazy Golf at Norfolk Gardens, afterwards we sat eating ice-creams by the tennis courts, a man & woman walked by, their dog following behind who just would not leave us alone. It wanted our ice-creams and jumped up at my husband barking and upset the boys. I called to the owners to get their dog but they completely ignored me, no apology, nothing. Finally, can I make a case against extendable dog leads which I wish could be banned somehow in our area as the owners cannot properly control their animals 30 or 40 feet away from themselves. The reasons being, you can go for a walk anywhere and be bothered by dogs on these leads. I have witnessed a person being tripped up by them and once a dog ran out into the road right in front of my car. I had to do an emergency stop, this could have caused a very nasty accident, thankfully this owner did apologise to me. I'd like to thank you for having these dog orders in place as I think if they weren't it would be a lot worse. Yours sincerely [REDACTED], a resident of Littlehampton.
96	anonymous	I accept that the majority of dog owners are quite responsible, however there is still a large proportion who are not.
97	anonymous	This is unnecessary. Do not listen to a few vocal voices. Most people are responsible dog owners.

98	anonymous	<p>On the beach out of hours for normal sunbathing dogs should be allowed to run free when no one is around and only put on lead when you see people coming towards you agree all mess from dog should be cleaned up .. I take dog to woods off the lead when no one is around and when we see people on the paths we put her back on lead .. I don't believe a dog needs to be on a lead all the time everywhere but I do agree they should always be on a lead when around others and never allowed in a area of play for children Our dog is the most friendly dog ever and just loves people but I never fully trust that something may happen when out that in fear she could turn .. she is a animal after all .. she is 13 years old and it drives me mad to see dogs off lead especially the more aggressive ones our dog has been attacked a few times and the owners don't seem to care or have recall .. if you have no recall at all your dog should never be off the lead .. I ride horses and have come across so many dogs with no owner to be seen barking and snapping at my horses legs it's just wrong So cleaning up and having to keep our dogs on leads in certain places all the time is not much to ask to keep the dog as well as everyone else safe . There are plenty of empty spaces or times of day that are perfect for dogs</p>
99	anonymous	<p>Stop eroding our green spaces. Suitable dog walking areas are becoming fewer and farther between!</p>
100	anonymous	<p>No</p>
101	anonymous	<p>I don't frequent the places mentioned above, but agree in principle with dogs being on leads around public spaces</p>
102	anonymous	<p>Tighter controls and enforcement of these rules. Whilst most dog owners are responsible, a minority are not - and not everyone likes dogs or is comfortable with dogs around them that are not on leads.</p>
103	anonymous	<p>The requirement for dogs on leads at West Beach boardwalk is unnecessary. The current issue is the temporary closure of the normal beach access due to the required harbour wall repairs. Don't fling out more rules where they're not needed.</p>
104	anonymous	<p>I don't like dogs off the lead where I'm out for a walk. A woman near Cissbury had three dogs off the lead that scared me, and she said not to come there again as all the dog walkers went there.</p>
105	anonymous	<p>Please ensure that dogs are on leads in all these areas as dog ownership has increased by 75% since lockdown. In particular the promenade from Middleton on Sea to Aldwick is a shared use area and dogs off leads with careless owners are a complete hazard to cyclists and walkers. Leads should also be controlled and dogs kept on short leads. Dog mess is a big problem now too - owners let their dogs off leads and have no idea where and when their dogs do their toilet.</p>

106	anonymous	<p>Dogs enjoy interacting and playing with other people and animals, and it is important that they are able to express normal behaviour off the lead. Being walked off the lead and being able to meet, play and interact with new animals and people are important aspects of ensuring dogs are safe within a community. This is particularly important for puppies to ensure they develop into well adjusted happy individuals. Where this is not allowed or done incorrectly problems can occur which include fear and aggression. We do recognise that not all dogs will be well-socialised and friendly and where this is known then they should remain on a lead but this should be done on a risk-based approach and owners should be encouraged to be responsible about this. It is therefore imperative that local authorities use Orders sparingly and in a manner that is proportionate to the problem, in accordance with Defra guidance. Local authorities should be aware that under section 9 of the Animal Welfare Act 2006 (AWA), owners are required to ensure they meet their pets' welfare needs, this includes the ability to express normal behaviour and the provision of regular and appropriate exercise. It is for this reason, that where dogs are excluded or restricted on open spaces, it is essential that local authorities ensure that other open spaces in close proximity remain accessible to dogs on and off leads to allow owners to fulfil their responsibilities. The RSPCA acknowledges the value of PSPOs for local authorities to ensure that sections of open space may be dog-free, for example children's play areas, sports fields, etc. However it is the Society's view that it is more important for a local authority to promote responsible dog ownership through encouragement of training, proper care, microchipping, neutering as well as ensuring that owners clean up after their dogs. The Society sees this as a better means of tackling the problem of dog control in the long-term than issuing Orders - which could prove a strain on resources with regard to the policing and enforcement, particularly if they are widely applied across the authority area. Therefore the RSPCA hopes that local authorities issue PSPOs cautiously and not as a blanket power that punishes the responsible majority in an effort to tackle problems created by an irresponsible few.</p>
107	anonymous	<p>Dogs have a detrimental effect on the environment as they are not effectively supervised by their owners and the lack of respect for other peoples space. I believe like in areas of Hove their should be dog free areas at all times</p>
108	anonymous	<p>I don't think dogs should be allowed in the water play areas or the discovery areas at all as these are used by children. I also think dogs should be kept on leads in all public spaces at all times. Most dog owners assume that because they love and trust their dog, everyone else should too and they are often rude when you shoo their dog away and most dogs do not come when called and are not kept away from other people.</p>

109	anonymous	The details contained within the PSPO seem relevant and appropriate. Ensuring enforcement of the PSPO rules is key and I think it could and should be improved so that everyone can enjoy our open spaces. It is appreciated that the following matter is covered under separate legislation, however it is worrying that some dog owners in our area are either unaware or think they are unaffected by the requirement for non-working dogs to wear a collar with suitable identification when they are using public spaces. It includes in parks, along footpaths and on the beach. Perhaps this issue could be flagged by our wardens are referred to Sussex Police..?
110	anonymous	Where are the dog wardens to enforce the rules? lived here nearly 6 years, on average count 100 dogs a day on my daily walks and never seen anyone enforcing laws. The only exception is the beach at Littlehampton for a short period of the year. Dog mess is continually found on boardwalk and in streets surrounding seafront. More dog control is necessary with the increasing number of dogs. Because I am not a dog owner/lover doesn't shouldn't mean my opinions don't count
111	anonymous	yes the council need to employ dog wardens so people have somebody to call when they need to raise a complaint about an out of control dog for example
112	anonymous	The questions asked are too prescriptive. For instance Question 3: Do you support the continued use of the Public Space Protection Order (PSPO) to require dog owners to remove dog faeces? Whilst I agree with the intention, there are occasions or instances whereby this may not be possible.
113	anonymous	I have entered question 8 as no due to the specific of water play does this include all beaches all year round or is this just around the play areas that have water features. If children and dogs are likely to be in close confined contact leads being enforced is a good idea. But a complete ban on all beaches all year round does restrict exercise areas for dog walkers
114	anonymous	Very few dogs are 'under control'. The dog fouling is horrendous currently and I don't see anyone around to fine the owners.
115	anonymous	Improved signage stating dogs to be on leads in the areas designated
116	anonymous	I am a sea swimmer. I have to put my belongings in plastic bags, as dogs off lead see a 'mound' on the beach and wee over it. Therefore, all dogs should be under control i.e. on a lead on all beaches. Regrettably, many dog owners simply don't control their dogs. I do litter picking and the worse culprits are dog owners with poo and poo bags everywhere.
117	anonymous	Far too many dog owners fail to keep their dogs on a lead as required or under control in other areas. The amount of dog poop all over Arun is absolutely unacceptable and reflects badly on responsible dog owners.

118	anonymous	Dogs should be kept on lead for safety of others, my dog has been attacked by other dogs off lead and owners not having control
119	anonymous	If you are a dog owner take responsibility and give respect to others. Clean up after your dog. I have a lead with dog bags on, there plenty of dog waste bins provided. USE THEM.
120	anonymous	it is pointless to continue a pspo whilst there is no effective enforcement. responsible dog owners get tarred with those who are irresponsible because there are no consequences for those who are irresponsible. the restriction on beaches is pointless given the water companies are pouring effluent into the sea daily
121	anonymous	Still lots of people who don't pick up dog poo. And they per everywhere. How can any open space be hygienic?
122	anonymous	Dogs are increasingly out of control on East Preston beach. I think dogs should be on leads between certain times of the day. I am a runner and often nearly tripped over by dogs who do not obey their owners. I have had my 3 year old grandson absolutely terrified by dogs jumping up at us. The beach is for everyone not just dogs and their owners.
123	anonymous	You do not state in this survey what the cost of fines would be - I hope that they are significant.
124	anonymous	Only to say that as a runner along Bognor promenade there are many dog owners who have perfect control of their dogs but they are let down by a few who are completely ignorant of the impact their poorly controlled dogs have on runners and those that do not love all things about an uncontrolled canine. It is such a shame that these people do not put their dogs on a lead when they know that their dogs are prone to get in the way, bark, try to grab, bite runners and walkers.
125	anonymous	Unless the PSPOs are enforced it is irrelevant..... there are a lot of irresponsible dog owners , so the issues will continue to be a problem unless enforced.
126	anonymous	Dogs on short leads on the promenades all year round as they are a nuisance to other users.
127	anonymous	I think the current system is fair allowing dogs on all beaches outside the holiday season (with waste picked up). I support no dogs on the main beach areas during the season and think there is enough provision allowing dogs to still be walked on other areas of the beach at this time.
128	anonymous	There needs to be sufficient dog waste bins to be able to pick up after your dog also. If provided I'm sure they will be used, the only time I see dog waste not being picked up if when a bin is not nearby.

129	anonymous	Don't penalise responsible dog owners because of the few irresponsible owners and minority of untrained dogs.
130	anonymous	A standard level of regulation is important to enable enforcement for the benefit of public health and safety.
131	anonymous	Dogs should not be allowed on all beaches during the summer months.
132	anonymous	Not quite sure whether you mean dogs should be on leads in the sea (water play area)?? I don't think that would be fair as many love to play in the sea. I do, however, think dogs should be on leads in parks with lakes/ponds so as not to scare wildlife. Our birds etc are precious too.
133	anonymous	Dogs should also be kept on leads on Rustington beach and the order extended
134	anonymous	My dog is so so friendly, so I will like and I let him free in West Park like others dog owners. So the dogs they are free animals, I will like to be kept that way. Thank you very much for doing all this facilities for them. Keep it up guys you doing great. 👍👍👍 RO
135	anonymous	How, will the rulings be enforced?
136	anonymous	is it just the board walk ,in Littlehampton, OR all of the beach, to climping
137	anonymous	Extend dogs on leads to the beach hut area as far as The Beach cafe in Littlehampton
138	anonymous	More dog wardens are needed. Lots of owners don't care about having their dogs on leads or cleaning up after them!
139	anonymous	I think dogs should not be allowed in these areas at all.
140	anonymous	Consideration should be given to having closed "toilet" areas for dog owners to let their dogs do their business.
141	anonymous	I think it is excellent that Arun take this firm but fair and sensible approach. Everyone deserves to feel safe whilst visiting these lovely places . Having a dog on a lead in those areas is very sensible especially around children , balls etc . Well done !
142	anonymous	Not everyone wants dogs on beaches or parks. Have you considered not allowing them on beaches from April- September? (Luke ithertourist destinations in Devon etc . There seems to be so many dogs now - and their resulting poo left around!!
143	anonymous	A green area set out for dogs only would be a good idea

144	anonymous	I roller skate on Littlehampton sea front and have a problem dogs on very long leads. A dog on a long lead can run from its owner on one side of the prom to the other putting an unavoidable trip hazard across the whole width of the pavement. This happens to me all the time and there will be a big accident one day
145	anonymous	Having PSPO'S without enforcement is a waste of time. there needs to be wardens patrolling these and other areas to give advice and raise fines where necessary. Dogs on leads does not prevent fouling; it is the education of the owners to clear it up that is needed. Sadly for some that will only happen if they are fined. Why not do more articles in newsletters, posters etc reminding people of their responsibility. you could also cover dogs off lead on the highway which is an offence under the road traffic act. this might reduce fouling as well.
146	anonymous	As a dog owner and grandmother [REDACTED] I can respect the importance of dog control but do feel that more should be done in our area to supply dog off the lead secure play compounds for dogs to run free keeping everyone safe
147	anonymous	It's important for dogs to run free also for their health and well being and safety to other people as a dog needs to run as kids do. But it's under owners responsibility to in sure that dog is under control so to keep dogs on a leash at all times is cruel. A little bit of give and take.
148	anonymous	Continue to allow dogs on the beach all year round please in the areas currently allowed
149	anonymous	As a grandmother I do not feel the proposals go far enough. We have to wait for low tide in Littlehampton before we can run around without worrying about treading in dog mess. It feels like dogs are given more options than people. Why are dogs allowed to roam free in parks when children dare not? The play areas are fenced off but why can we not have a dogs on leads rule in some of the parks? The area of Mewsbrook that is supposed to be for football is just a dog toilet and it is hard to find a bench that is not near a pile of mess. Owners wander around and often have to be told when their dog has messed as they are not watching it. It is also very frightening for little ones to have out of control dogs running up to them.
150	anonymous	I am a new dog owner and agree that it is perfectly reasonable to require dogs to be on leads in these areas.
151	anonymous	I think controls on dogs on beaches should be extended to Ferring as beaches either side of us do not allow dogs on the beach in summer. Also dogs should be required to be on a lead on Patterson's Walk. Our area is becoming inundated with more and more unruly dogs since the Covid Pandemic and they are a general public nuisance and a health hazard with the amount of dog fouling left. It is unfair that Ferring has

		become the only beach site in the area where everyone with dogs come because of the restrictions nearby.
152	anonymous	Would be really nice if there could be more awareness for dog owners, so many dogs running up to us when we're walking on the Prom. Owners say dog 'just being friendly' but not everyone wants to have a dog sniff them.
153	anonymous	No comments
154	anonymous	Assistance dogs may be allowed as long as they are clearly identified, but some dogs can be overexcited in busy public places and it is no help if the owner says things like, "He would not hurt you", when a dog has just jumped up at you, or scared a child. If allowed they must be on a fixed lead and well trained, and removed if they cause a problem. Some of us have problems with balance or previous unhappy encounters with over friendly dogs.
155	anonymous	The perennial problem always seems to be a case of the few spoiling for the many. Whilst understanding that some may always be fearful of dogs no matter what size or breed, the sheer amount of dogs that do not cause any issues at all (with responsible owners) do not want to be penalised from areas that would benefit all people and their pets in different types of weather.
156	anonymous	Need to be stricter on dog owners who do not clear their dogs mess.
157	anonymous	These questions should not be just yes or no answers - but also provide for immediate comments under each section. In addition, the questionnaire should also provide for e.g. 1. Do you consider there are sufficient number and appropriate siting of dog waste bins?; 2. What can be done to attract dog owning visitors? (such as being advertised and recognised as a "dog friendly" place for families). 3. Residents should also be asked what questions they would like to see included in such surveys.
158	anonymous	Also I think some attention should be paid to people who allow their dogs to bark endlessly without any form of control or discipline.
159	anonymous	Dogs should always be on leads in parks, playgrounds and built-up & residential areas. Extend the PSPOs accordingly.
160	anonymous	One of the reasons we moved to Littlehampton was because of the good facilities for dogs and beaches for dogs (Rustington).

214 Responses

161-214|214

ID	Name	Responses
161	anonymous	No I am satisfied with the above thank you

ID	Name	Responses
162	anonymous	All dogs should be on a lead in "all" public places and under control. Currently dog owners need to be brought to task about fouling all public places and cleaning up. Having dogs off the lead means they owners do not have control. Arun DC should have a dogs under control and on a lead policy that cover all of the ADC area. This to include "all" beaches, beach access and greensward areas. Until ADC implements complete dog control rules then your proposed "new" areas of control are a finger in the dyke.
163	anonymous	
164	anonymous	Dogs should be on leads In our close children are running bout and grogs are NOT on leads It's only one minute for dog to get upset and turn and child is scared for life or worse , It's not cruel it's common sense ?!
165	anonymous	Dog owners should be made responsible for clearing up and controlling their dogs. Think dogs should be kept off beach at all times
166	anonymous	Whilst it is good to have dogs on leads so they can enjoy the area with their owner, the use of extending leads is an issue as some owners are rather careless letting the extending lead go out for long lengths and therefore not having the dog under control quickly if the situation arises. This can be a problem in busy areas and poses a potential danger to cyclists and pedestrians. This can be a problem for disabled pedestrians and especially for blind/partially sighted who may not see the long extending lead. It could be useful when you state that a dog should be on a lead, to remind owners about safety with having their lead extended as part of a public notice.
167	anonymous	Dogs should be on leads for all nature reserves
168	anonymous	I think Dogs should be banned from the beach from May - September
169	anonymous	Dogs on extending leads - surely a limit on lead length? Leads over 2M are a real nuisance, as the dog is no longer under control.
170	anonymous	I AGREE IF A DOG IS ON A LEAD, MANY TIMES THE LEAD IS SO LONG IT IS NOWHERE NEAR THE OWNER. NOT EVERY BODY ADHERES TO THE RULE, THE DOG IS OFF THE LEAD AND MAKING A NUISANCE TO FAMILIES. ESPECIALLY AT RISK WITH CHILDREN.
171	anonymous	Lead or not doesn't make a dog owner pick up poo. Just enforce picking up and fine those owners who don't.
172	anonymous	Having made the Order it is important to ensure that it is enforced.

ID	Name	Responses
173	anonymous	I would prefer that dogs were banned entirely from water play and similar areas.
174	anonymous	Along the promenade in Bognor where cycling is allowed subject to giving pedestrians priority the danger for cyclists is from dog owners sometimes handling more than one dog who let them off the lead and they go charging around in circles at play often endangering responsible cyclists who are desperately trying to avoid them. The other danger is from dog owners who have dogs on extending leads sometimes 20 feet or more in front of the owner where in an instant the dog can veer sideways across the promenade endangering an approaching pedestrian, runner or cyclist.
175	anonymous	PSPOs need full support to enforce control measures. Dogs must be on leads in all public areas, otherwise their owners don't know where or if there is any excrement to be cleared.
176	anonymous	Despite notices banning dogs on East Beach Littlehampton during summer months, I was down there with small grandchildren recently , and saw 3 dogs with owners on the beach. I am not able to accost these people and feel disgusted when they allow their dogs to defaecate in the water near paddling kids.
177	anonymous	All dogs off lead should wear a collar with a name tag and identifier. This could be a four digit alphanumeric registered on a national database record maintained by voluntary groups, or perhaps a post code and house number, not just a phone number as calls can be ignored.
178	anonymous	Sadly so many dog owners are irresponsible that your rules are necessary.
179	anonymous	Consider banning dogs on the beach from Rustington to East Preston during the summer months
180	anonymous	They should be widened to cover all beach and play areas. I am a dog lover but have witnessed numerous incidents of off lead dogs on beaches and green areas, running wild and scaring other dogs, their owners or walkers. Owners appear to be taking less responsibility for keeping their dogs under control, so sadly, laws / fines seem to be the only way forward.
181	anonymous	I think you should review the restrictions in areas where children may be playing, possibly unsupervised, and any area where people might be bare foot. Better signage on the greensward might also remind dog owners of the need to watch their dogs when off the lead.

ID	Name	Responses
182	anonymous	Dogs are only as good as the training given by humans....some humans need to be on a lead too! Such a shame that the minority dictate the rules for all.
183	anonymous	I strongly disagree with dogs being allowed into any children's play area. Excitable children and dogs in the same area is a recipe for disaster! Anybody knows this, but in these days where children and dogs are not always controlled by their owners we need to be careful.
184	anonymous	As dogs are unpredictable animals and I have been bitten, chased and jumped on by dogs off leads I wholeheartedly support any initiative that requires dog owners to keep their animals on leads - preferably everywhere.
185	anonymous	The PSPOs should specify the maximum length of lead allowable. As some extendable leads actually mean that the animal is not under close control by the owner and the extended lead can constitute a hazard in them selves. Dog Owners and potential owners should be required to pass a competence/knowledge test concerning their ability to understand regulations and control their dogs. The problem does not lie with the animals, its their owners that need educating.
186	anonymous	In general less regulation is better than more. It is foolish to make an order near the board walk unless you have the manpower to enforce it. That cost could never be justified whereas a few more Pooh Bins and Free Pooh Bag dispensers enables everyone, even non dog owners, to keep the area clean. I pick up errant Pooh's that are not my own dogs but I do not always have a bag with me!
187	anonymous	Personally I think dogs should be banned altogether from some areas, I don't think these rules go far enough to protect people.
188	anonymous	I should start by saying I do not like dogs, in fact I get very nervous around them when they're out of control. I'd like to see increased, more permanent signage along Littlehampton promenade, where I walk most days. Until the banners are put out by the coast watch people (who I think start at 10am) many dog owners seem to think the restrictions don't apply. We were in Whitstable recently and along the beach there the council have stencilled the restrictions on the prom itself, and painted a line across the prom showing where it starts. Maybe this would be a useful addition? "Dogs on leads" could also benefit from more detail due to the current trend for extendable leads. I often see dogs who are indeed on leads, but said lead is very very long, and the owner may have no idea what is happening at the end of it! I have seen signs in another area that stipulate leads must be under a certain length. I also question how the current fixed fines are intended to work? The coastwatch person I spoke to said they were not expected to enforce

ID	Name	Responses
		fines, only advise and educate. So what is the point? From my perspective, the more restrictions on out of control dogs the better.
189	anonymous	None. Thank you.
190	anonymous	Despite the regulations dogs are frequently found running on the beaches at Littlehampton and Bognor. Stricter enforcement of the rules is required.
191	anonymous	None
192	anonymous	No I think its fair to have areas of no dogs on beaches in certain areas at certain times but would not support total ban on dogs on beaches during the summer months
193	anonymous	there are in frequent patrols of areas along the Prom in Felpham other than the placement and collection off the relevant flags to remark areas, which I have witnessed. There is no obvious sign or concentrated patrol of the Prom for example for a significant period of time of heightened dog walker activity. Coffee time 10am to midday for example or later in afternoon 1500 onwards. Targeted activity will address local and persistent abusers of the rules... Will demonstrate a proactive attitude to enforcement of the PSPO. Target a different area each day of week and if possible the occasional weekend across the areas and then random / targeted activity will reduce failures comply...
194	anonymous	Bersted Park has an art trail and trim trail designed for adults and children to enjoy. Many many dog owners let their dogs off leads to run free without regard to others. Commercial dog walking companies often have 5 dogs which are let to run without control. The uncontrolled dogs are a hazard to young children and jump up . My grandson was knocked over and the owner was completely dismissive. Are there plans for Bersted Park to be included in the Dog Control area of Arun ?
195	anonymous	Pet Owners with dogs on 'roaming' leads should keep their dogs to heel when in public spaces & on pavements etc;
196	anonymous	Dogs should not be allowed on beaches under any circumstances...if they are allowed then dog faeces are acceptable and can enter the sea. If they can poo on the beach then humans can too, or are dogs granted immunity whilst humans are not. We have enough sea pollution at present why add to it. There are not enough dog wardens I see very frequently dog owners ignoring the signage. Fine them without warning them.
197	anonymous	My preference would be to enforce clearing up after a mess is made (applies to humans as well as dogs) rather than banning dogs from beaches.

ID	Name	Responses
198	anonymous	Dog fouling penalties should be enforced
199	anonymous	Clearer signage for dog users in these areas
200	anonymous	I think all the rules regarding dogs kept on leads should remain in place. Not everyone is comfortable around dogs and there are too many irresponsible owners who think it's acceptable for their dogs to infringe on others 'space'. Whilst I'm at it, I don't agree with all the shops/restaurants who allow dogs in them either - what happened to health and hygiene standards??
201	anonymous	Ban dogs from all beaches at all time.
202	anonymous	On behalf of [REDACTED] we would like to see reference to the walking of large groups of dogs by professional dog walking services. At the Recreation Ground, managed by the Parish Council, there are often two/three people walking up to 18 dogs at a time, the majority who are off lead and not always under control or recall. These businesses are visiting the Recreation Ground several times a day. The increase in Dog faeces being left is significant despite the Council providing 1,000's of free dog waste bags per year. We would welcome an opportunity to discuss this matter further. The Council is receiving multiple verbal complaints regarding the large groups of dogs being walked by individuals that do not appear to always come to recall etc.
203	anonymous	Any Rules/Regulations must be enforced otherwise people carry on doing what they want - Laws are very good political propaganda but absolutely useless unless enforced - legislation is free - enforcement costs money.
204	anonymous	Presumably dogs will still be allowed on beaches off lead in the winter in the areas they have always been allowed?
205	anonymous	I'm fully in favour of requiring dogs to be on leads where necessary to allow others to enjoy amenities, as long as we can still exercise dogs off leads in other areas, such as Ferring beach, as dog owners are ratepayers too!
206	anonymous	There will always been non-responsible dog owners who will not follow guidelines whatever you do. If you make it more difficult for dogs to have exercising areas then at least be prepared to offer secure dog parks where dogs can have freedom to run.
207	anonymous	Is it possible to create new areas for Dog Controls? e.g. along footpaths and beach areas
208	anonymous	There needs to be more enforcement

ID	Name	Responses
209	anonymous	<p>I find in Littlehampton that most responsible local dog owners like myself pick up dog faeces and will remind other people to do so too if spotted leaving without picking up their dog's faeces. I have also heard that some officers using the PSPO's have done so in an intimidating manner with unnecessary verbal force, for example fining one elderly lady who then did not leave her home for some time because she was too upset. This survey is about dogs. Have you done a survey about the faeces that children using the beach and the green leave and indeed three adult men on different occasions I saw on the Littlehampton green underneath the flats in between the bushes with their trousers down using it as a toilet. Not only that the cost to the people of Littlehampton that incurs during holiday times when 1000's of visitors appear and leave an appalling amount of all kinds of trash. Perhaps you could look into these issues which cause far more damage, cost and harm than dog faeces.</p>
210	anonymous	<p>Thank you for this consultation. For areas where additional restrictions on dogs, e.g. being kept on leads, make a genuine difference they have our full support. However open areas such as beaches are of huge benefit to dogs (particularly for people without gardens) and we would encourage support for dogs being able to run off lead wherever reasonable and put the onus for any issues back on the owners. Responsible dog owners should not be punished in wide open spaces for the offences of the minority who don't keep their dogs under control.</p>
211	anonymous	<p>Dogs should be allowed on the beach before 9am and after 6pm. We live here and should have access when we walk our dogs.</p>
212	anonymous	<p>I THINK THE WHOLE CONCEPT OF PETS IS AN ENVIROMENTAL DISASTER. EXOTIC FISH AND CORALS ARE SHIPPED OVER FOR WESTERN FISH TANKS. cATS KILL 1000'S OF BIRDS AND SMALL MAMMALS. dOGS CONTRIBUTE TO GLOBAL WARMING WITH VAST HERDS OF CATTLE IN s. aMERICA PUMPING METHANE BEFORE BEING SLAUGHTERED FOR DOG FOOD, THEN THAT FOOD GETS DROPPED OVER EVERY OPEN SPACE IN ARUN; NOT JUST A QUESTION OF BEING PICKED UP, EVEN BINNED IT IS A HAZARD IN LANDFILL. sO FULLY SUPPORT ALL RESTRICTIONS ON DOGS</p>
213	anonymous	<p>All suggestions for PSPO are extremely sensible and will enable safety for everyone but specifically children. Dog bites, mauling etc do seems to be more evident in warm weather when children are playing and dogs are off leads</p>
214	anonymous	<p>We feel it would be a good idea for dogs to be kept on leads during specified times especially during the summer. e.g. from 10am until 6pm. Some irresponsible owners walk their dogs and do not even notice that their dog has fouled the beach. Beaches should be clean and safe for all.</p>

ID	Name	Responses
215	anonymous	There are increasingly fewer places to let dogs run lead free especially in Angmering. How ever I would rather have a place to walk and a lead than not have a place to walk my dog at all. Less building of dwellings is the key to this. There is too much and we have been let down so please no more than we have already. I think we have done our bit.

[Ends].

Appendix 6 Consultation response – Dogs Trust

1. Re Fouling of Land by Dogs Order:
Dogs Trust consider 'scooping the poop' to be an integral element of responsible dog ownership and would fully support a well-implemented order on fouling. We urge the Council to enforce any such order rigorously. In order to maximise compliance, we urge the Council to consider whether an adequate number of disposal points have been provided for responsible owners to use, to consider providing free disposal bags and to ensure that there is sufficient signage in place. • We question the effectiveness of issuing on-the-spot fines for not being in possession of a poo bag and whether this is practical to enforce.
2. Re; Dog Exclusion Order:
Dogs Trust accepts that there are some areas where it is desirable that dogs should be excluded, such as children's play areas, however we would recommend that exclusion areas are kept to a minimum and that, for enforcement reasons, they are restricted to enclosed areas. We would consider it more difficult to enforce an exclusion order in areas that lack clear boundaries. • Dogs Trust would highlight the need to provide plenty of signage to direct owners to alternative areas nearby in which to exercise dogs.
3. Re; Dogs on Leads Order:
Dogs Trust accept that there are some areas where it is desirable that dogs should be kept on a lead. • Dogs Trust would urge the Council to consider the Animal Welfare Act 2006 section 9 requirements (the 'duty of care') that include the dog's need to exhibit normal behaviour patterns – this includes the need for sufficient exercise including the need to run off lead in appropriate areas. Dog Control Orders should not restrict the ability of dog keepers to comply with the requirements of this Act. • The Council should ensure that there is an adequate number, and a variety of, well sign-posted areas locally for owners to exercise their dog off-lead.
4. Re; Dogs on Lead by Direction Order:
Dogs Trust enthusiastically support Dogs on Leads by Direction orders (for dogs that are considered to be out of control or causing alarm or distress to members of the public to be put on and kept on a lead when directed to do so by an authorised official). • We consider that this order is by far the most useful, other than the fouling order, because it allows enforcement officers to target the owners of dogs that are allowing them to cause a nuisance without restricting the responsible owner and their dog. As none of the other orders, less fouling, are likely to be effective without proper enforcement we would be content if the others were dropped in favour of this order. The PDSA's 'Paw Report 2018' found that 89% of veterinary professionals believe that the welfare of dogs will suffer if owners are banned from walking their dogs in public spaces such as parks and beaches, or if dogs are required to be kept on leads in these spaces. Their report also states that 78% of owners rely on these types of spaces to walk their dog. We believe that the vast majority of dog owners are responsible, and that the majority

of dogs are well behaved. In recognition of this, we would encourage local authorities to exercise its power to issue Community Protection Notices, targeting irresponsible owners and proactively addressing anti-social behaviour.

APPENDIX 4

Summary of comments on the Consultation

Draft - Public Spaces Protection Order (PSPO) – Dog Controls 2023

General comments	212
Greater controls than proposed	6
Fewer controls than proposed	21
More/Effective enforcement	13
Support for the proposals	199
Variations on proposed controls	3
More dog waste bins	10
Improved signage	7
Opposed to Place St Maur, Bognor Regis proposal	0
Opposed to Hotham Park discovery garden proposal	0
Opposed to West Beach board walk proposal	1

Summary:

A good level of general support for the Proposals, with some support for stricter controls (e.g. for extended controls on beaches) and a call for a greater enforcement presence (i.e. via Environmental Protection from EHDC Commercial Services under contract from ADC Cleansing Team).

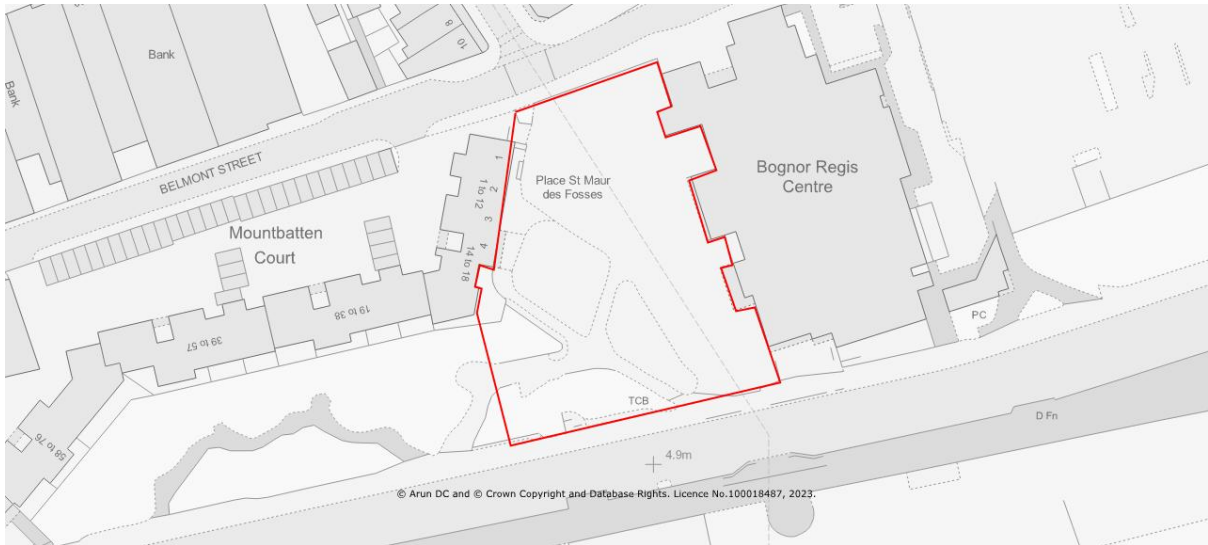
Of the 396 responses to the consultation questionnaire 214 contained comments, 185 did not comment.

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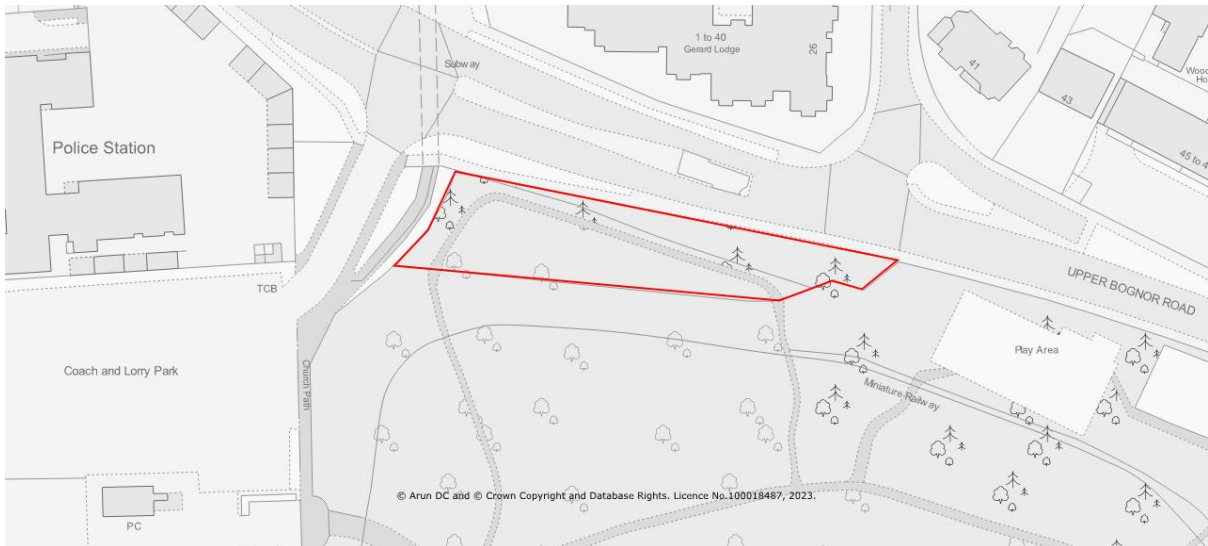
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Appendix 5 Plans of outlining additional Dog on Lead Areas:

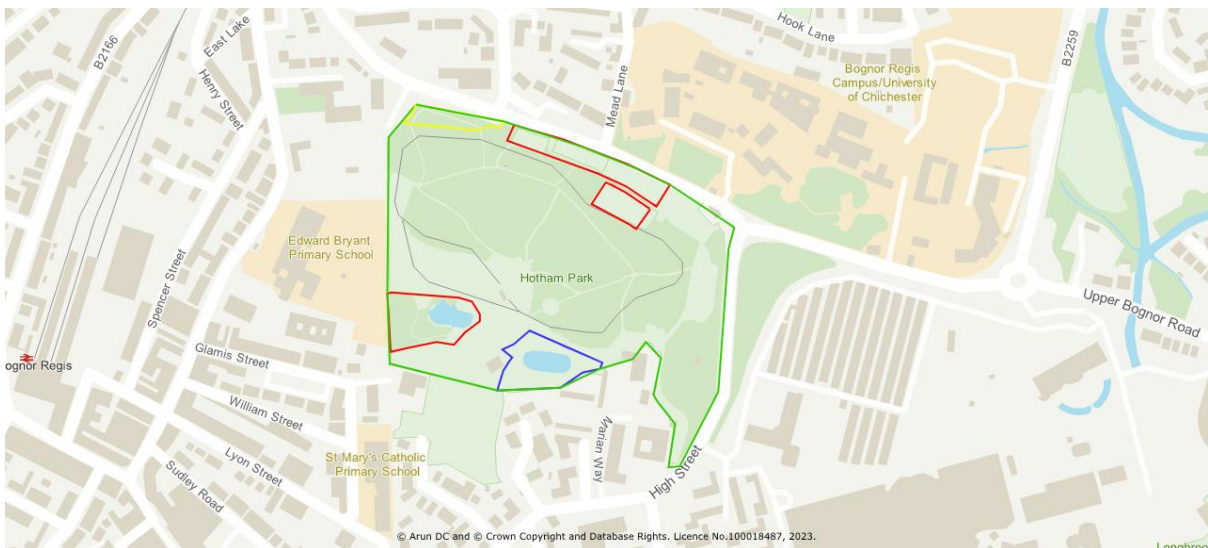
Place St Maur



Hotham Discovery Garden

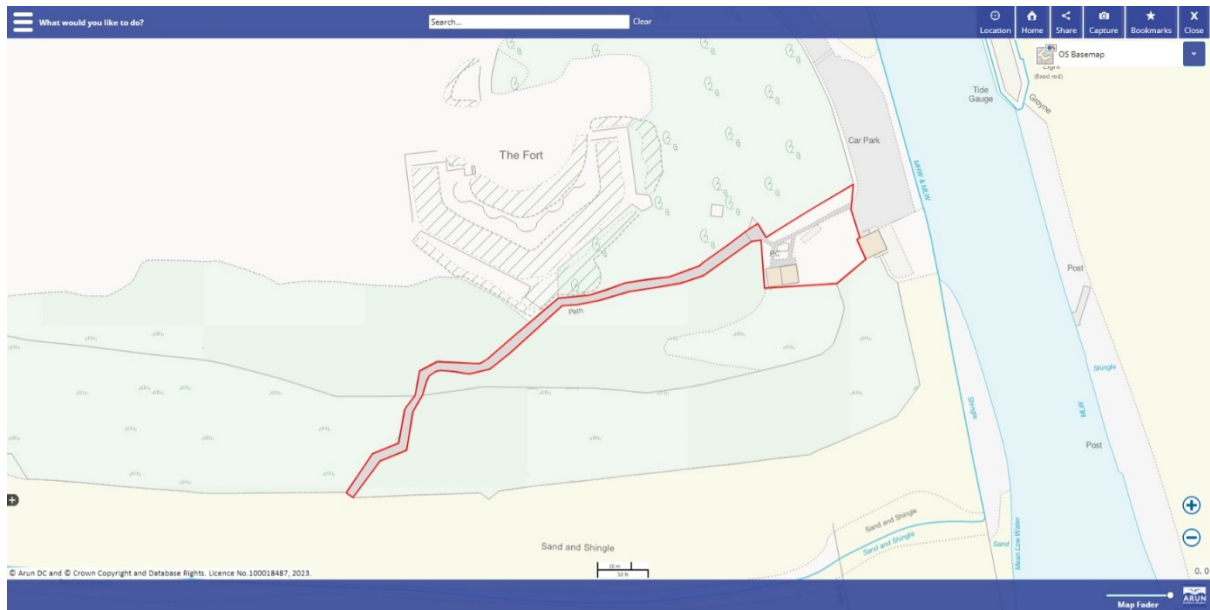


Hotham Park - overall dog control areas



Appendix 5 Plans of outlining additional Dog on Lead Areas:

West Beach - Boardwalk and entrance:



Arun District Council

REPORT TO:	Environment Committee, 7 September 2023
SUBJECT:	Two Hour Town Centre Parking Schemes
LEAD OFFICER:	Karl Roberts, Interim CEO and Director of Growth
LEAD MEMBER:	Councillor Sue Wallsgrove, Chair of Environment Committee
WARDS:	All
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION:	
<p>Helping to improve the social, economic, and environmental wellbeing of the district by supporting footfall into the town centres through a 2-hour free virtual permit system.</p> <p>The proposed changes support the Carbon Neutral Strategy 2022-2030 by reducing and then eliminating the production, storage, and distribution of approximately 55,000 cardboard parking discs each year.</p>	
DIRECTORATE POLICY CONTEXT:	
<p>The proposed changes support the Off-Street Parking Strategy 2021–2026 by continuing to review our charging structure to consider the changing needs of residents, visitors, and businesses within the district.</p> <p>The Off-Street Parking Strategy sets out a framework within which detailed policies are developed to achieve the vision for parking. This proposal aims to employ enhanced technology and information to improve the customer experience, alongside implementing appropriate management and structures to support vitality and economic growth.</p>	
FINANCIAL SUMMARY:	
<p>Arun District Council (ADC) is working with current software providers to support the implementation of virtual permits within the current contract parameters. An up to 10p per permit transaction fee will be incurred by the Council for every virtual permit purchased. Discs are more expensive at approximately 17p per unit. Depending on the ratio of take up of virtual permit : cardboard disc, the cost is likely to be between £4,500 and £6,750 per annum per annum based on an estimated number of permits issued of 45,000.</p> <p>Expenditure in relation to the promotion of the schemes through virtual and paper formats is anticipated to be contained within existing budgets.</p> <p>The financial contributions currently received annually are £21,000 from Bognor Regis Town Council and £28,500 from Littlehampton Town Council. The proposal commits to equal financial status for both Bognor Regis and Littlehampton Town Councils at a contribution of £21,000 for each Town Council for an initial two-year agreement. Under the proposal, contributions from both the Littlehampton Traders Partnership Ltd (LTP) and the Bognor Regis Business Improvement District (BID) would cease. This further reduces annual income by £6,600 and £5,000, respectively.</p>	

If agreement on contributions from the Town Councils cannot be reached the proposed £2 administration fee will need to be increased accordingly by £1 per annum.

The LTP have had challenges collecting the agreed contributions from retailers towards the scheme. Currently there is an outstanding debt of £22,000 owed to Arun District Council. The Partnership has £7,230 in reserve to cover some of the outstanding monies, but advise the rest is likely to be uncollectable. The LTP have advised that they have considered dissolving the Partnership because of their inability to collect and pay the £22,000 debt to ADC. As part of this proposal, the LTP have been requested to pay £7,230 from the total amount owed. Committee is being asked to write off the balance.

The estimated total annual income in admin fees for both scheme's is anticipated to be approximately £72,000. This is based on the Bognor Regis BID sales figures for 21/22 of 24,780 cardboard parking discs and an estimate of the number that will be sold in Littlehampton (after deductions for VAT and transaction fees).

The virtual permits are expected to eliminate lost revenue from misuse of the current cardboard disc schemes. The proposal is expected to reduce misuse in its first year and eliminate misuse in its second year of operation. During a one-day survey 18 vehicle owners were found to have moved the clock on their disc forward. Extrapolating this produces an annual figure of 6,570 occasions of misuse which represents significant revenue loss to Arun District Council across both schemes.

There is currently no means of identifying the use of the cardboard discs at either the Littlehampton scheme or the Bognor Regis scheme, nor therefore the revenue that the Council foregoes. After considering the partner contributions, if each disc obtained by members of the public is used on one occasion each year for less than one hour the current schemes cost Arun a total of £28,000 per annum in foregone revenue. If each disc is used once per month for less than one hour the current schemes cost Arun a total of £935,500 per annum in foregone revenue. The absence of financial loss information makes it impossible for Arun District Council to make fully informed decisions about the schemes, nor to promote their inferred contribution to supporting footfall in the town centre. Virtual permits will provide usage information which will enable the Council to make more fully informed decisions in the future.

1.0 PURPOSE OF REPORT

- 1.1 To seek the Committee's approval to continue to offer 2-hour free parking schemes in both Littlehampton and Bognor Regis after the existing schemes expire at the end of 2023. This report sets out proposed changes to the form of the 2-hour free parking schemes. To also seek Committee approval to write-off the balance outstanding from the Littlehampton Trader's Partnership owed as part of the existing 2-hour scheme in Littlehampton.

2.0 RECOMMENDATIONS

- 2.1 That Committee delegate authority to the Group Head of Technical Services to implement a further 2 hour free town centre virtual parking permit scheme administered by Arun District Council effective 1 January 2024 in Bognor Regis and, to enter into and implement any further agreement with Bognor Regis Town Council, to make any necessary changes to Arun District Council's Parking Orders and to take any other actions necessary to enable the scheme to take effect. The scheme will include virtual permits and cardboard discs in 2024 before moving to virtual permits only from 1 January 2025.
- 2.2 That Committee delegate authority to the Group Head of Technical Services to implement a further 2 hour free town centre virtual parking permit scheme administered by Arun District Council effective 1 January 2024 in Littlehampton and, to enter into and implement any further agreement with Littlehampton Town Council, to make any necessary changes to Arun District Council's Parking Orders and to take any other actions necessary to enable the scheme to take effect. The scheme will include virtual permits and newly issued cardboard discs in 2024 before moving to virtual permits only from 1 January 2025.
- 2.3 That Committee endorse participation of the Chair of the Environment Committee and officers in a working group with Town Councils, the Bognor Regis Business Improvement District and Littlehampton Traders Partnership in a working group to advise on how the transfer to virtual only permit scheme in January 2025 is managed to provide assurance that elderly and vulnerable drivers' needs are sufficiently understood and accommodated.
- 2.4 That Committee approves the write-off of the balance of £14,770 that remains due from the Littlehampton Traders Partnership Ltd in financial contributions to Arun District Council.

3.0 EXECUTIVE SUMMARY

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

4.0 DETAIL

- 4.1 The two 2 hour free parking schemes which operate in Bognor Regis and Littlehampton are the subject of five year agreements, both of which expire at the end of 2023. Without agreement from the Environment Committee on a replacement, 2 hour free parking in Bognor Regis and Littlehampton will end on 31 December 2023.

- 4.2 The Council operates 3 car parks in Littlehampton and a further 3 in Bognor Regis, covering 954 eligible pay and display spaces, within two separate schemes which allow customers to park for 2 hours free of charge. These 6 car parks provide a vital service to residents and the local economy, facilitating visits by people both inside and outside the district, helping to support the tourism and the local economy. The purpose of the schemes is to support footfall in the town centres.
- 4.3 Disc holders in each scheme display a cardboard disc showing the time of their arrival. The disc holder can stay for a maximum of two hours, with a no return restriction within one hour. The Littlehampton parking disc is valid continuously at no cost to customers, with no expiry date. The disc has remained largely unchanged since its introduction in 1997, so the data available on the number of discs in circulation at any given time is not available, though approximately 30,000 are distributed each year. In contrast, the Bognor Regis parking disc is valid from 1 January to 31 December each year at the cost of £2 to customers. The Bognor Regis Business Improvement District (BID) produce a new disc each year, invalidating the previous year's disc. Disc production in Bognor Regis is capped at 27,000 units per annum.
- 4.4 Both Town Councils pay to Arun District Council a yearly contribution towards the loss of parking revenue incurred by ADC. In addition to this, the Bognor Regis BID have also been paying a yearly contribution to ADC. A contribution was being made by the Littlehampton Traders Partnership, but due to challenges collecting the agreed contributions from retailers, a debt of £22,000 remains outstanding. Contributions have not increased since the schemes were introduced in Littlehampton in 1997 and in Bognor Regis in 2012.
- 4.5 At this time, there is the potential for the disc to be misused in the format it is currently. The terms do not prohibit disc holders from relocating their vehicle to an alternate car park or returning to the original car park for a further 2 hours free parking, allowing the user to park for free all day. This is not the intended purpose of the scheme and has a detrimental impact on the revenue generated by ADC car parks. There is also evidence that the discs are being abused by moving the time of arrival on the discs forward in both Littlehampton and Bognor Regis, resulting in lost parking revenue. Effective, efficient enforcement in these circumstances is challenging and impractical.
- 4.6 There are currently no accurate means of quantifying the usage of the discs, nor therefore the financial contribution made by Arun District Council to supporting town centre footfall by way of foregone parking revenue. The only data available is the number of parking discs sold in Bognor Regis and distributed free of charge in Littlehampton, but this does not provide information regarding their usage within participating car parks or their overall misuse.
- 4.7 Consequently, a proposal has been prepared to conclude the use of the current cardboard discs and progress to virtual permit systems in both the Littlehampton and the Bognor Regis schemes. This proposal achieves the schemes' purpose of supporting town centre footfall, enables Arun District Council to better manage and enforce the schemes and reduce their carbon and wider environmental impact. During the first year of the scheme cardboard discs will also be available

- to purchase for £2 from Arun Civic Centre and Bognor Regis Town Hall for those who prefer them.
- 4.8 This proposal does not depart from the tariff increase proposal set out in the Variation to Parking Charges Report which was agreed by the Environment Committee on 31 January 2023. The tariff increases implemented earlier this year do not affect this proposal.
- 4.9 The proposal is for new two-year agreements, one with Bognor Regis Town Council and the other with Littlehampton Town Council. Each scheme will enable participants to park free of charge for a 2-hour period in three town centre car parks and would operate from 1 January 2024 to 31 December 2025. It is the intention to support a 2-hour free parking scheme for the next four years, but given the paucity of financial information currently available, it is recommended to make a 2-year agreement which enables a review to be carried out once further usage data becomes available.
- 4.10 In Littlehampton, the scheme will encompass three Arun District Council owned and operated car parks at Manor House, Anchor Springs and St Martins covering a total of 349 eligible pay and display spaces. Similarly, in Bognor Regis, the scheme will encompass three Arun District Council owned and operated car parks at Hothamton, Fitzleet and Lyon Street covering a total of 605 eligible pay and display spaces. Customers will be able to purchase a virtual permit for either Littlehampton or Bognor Regis, which will be valid for the calendar year, with the administration fee of £2 (VAT inclusive) being paid to Arun District Council. In both schemes participants will be able to use their permit once per day. Arun District Council will administer the scheme using proven software already in use for issuing on-street and off-street parking permits in the district. The scheme will be advertised ahead of the go live date to promote uptake of the scheme. During the first year of the scheme cardboard discs will also be available to purchase for £2 from Arun Civic Centre and Bognor Regis Town Hall for those who prefer them.
- 4.11 Financial contributions from Bognor Regis Town Councils would be frozen at the current rate for this initial 2-year period, with contributions from Littlehampton Town Council reducing to the same level and contributions from Bognor Regis BID and the Littlehampton Traders Partnership ceasing altogether. If agreement on contributions from the Town Councils cannot be reached the proposed £2 administration fee will need to be increased accordingly by £1. The Littlehampton Traders Partnership will clear £7,230 of the outstanding balance and approval is sought from the Committee to write-off the remaining £14,770 owed to Arun District Council.
- 4.12 The proposal is for the introduction of virtual permits as a replacement for discs, with an emphasis on assisted self-serve and alternatives available for customers without smart phones. Moving to a virtual permit will enable customers to purchase permits online, 24 hours a day. A survey will be available to customers when purchasing the virtual permit to gather data on whether the customer resides within the Arun District Council district. The survey will not ask for exact location details. This will provide data on the reach of the scheme and whether customers from outside the district are coming to Littlehampton and Bognor

Regis town centres. Once purchased, customers with smart phones will use an app to activate the 2 hours of free parking. A reminder can be sent to the customer when the 2-hours of free parking is coming to an end and offers the opportunity for customers to purchase additional parking, encouraging customers to spend additional time supporting local businesses.

- 4.13 All cardboard parking discs currently in circulation for 2-hours free parking in Littlehampton and Bognor Regis Town Centre will become null and void from 1st January 2024. However, during the first year as a transitional arrangement, new cardboard discs will be available to purchase from Arun Civic Centre and Bognor Regis Town Hall.
- 4.14 Councils were reminded by the Secretary of State earlier in the year of their duty to ensure they do not discriminate in their decision making against older people or those with vulnerabilities. Cash remains legal tender and it will continue to be used in our daily lives by people who favour its accessibility and ease. The equalities implications of this proposal have been fully considered as part of the appended Equalities Impact Assessment. The proposal is considered to be fully compatible with the Council's equalities duties. Support will be available for those customers who need it during the set-up process and an automatic renewal of the permits would be configured to make it easy for customers. Customers without a smart phone would be directed to call a customer helpline number and this will be available to customers Monday-Friday 8-6, Saturday, and Sunday 8-4. The helpline number is a local rate, which most mobiles would usually have included within their call minutes package. During this call, the 2-hour free parking would be activated with the customer providing their vehicle registration details. Pay stations will remain in the car parks for any customers wishing to pay for additional parking using either cash or card.
- 4.15 The information available from the introduction of a virtual permit-based scheme would provide quantifiable data on the usage of the 2-hour free parking scheme and inferred impact on footfall within the town centre. The data collected through the virtual permit system would also ensure that more fully informed decisions can be taken regarding the scheme in the future. As detailed above, there is the potential of the current cardboard discs in circulation being misused by customers. By introducing virtual permit schemes, the schemes would be practical to enforce as it would be using proven software already in use for issuing permits in the district. Therefore, the potential for misuse of the two hour scheme would be eliminated from 1 January 2025.
- 4.16 One of the most important benefits of progressing to a virtual permit system is that it continues the 2-hour free parking scheme in the Littlehampton Town Centre. This is beneficial for the local businesses as well as encouraging tourism within the area. The continuation of the scheme is likely to encourage customers to stay local and the introduction of the parking app will make it easier for customers to purchase additional time in the car parks, without the urgency of returning to their vehicle to ensure they don't receive a Penalty Charge Notice. The proposals above would support more enforceable, efficient, and manageable parking schemes in both Littlehampton and Bognor Regis. In addition, under a virtual permit system, there will be no limit on the number of permits issued per year. This will have a positive impact on the number of

customers able to access the schemes which has the potential to generate additional footfall into the town centres. Virtual permits allow customers to purchase and amend their permits at any time during the day.

5.0 CONSULTATION

5.1 Consultation has been undertaken with both Town Councils, the Bognor Regis BID, and the Littlehampton Traders Partnership. This took the form of early informal engagement and more recent formal consultation on the proposals which were revised following feedback received during the early engagement. Early engagement established interest in continuing to deliver 2 hour free town centre parking schemes and a common understanding of the limitations the disc approach entail. Littlehampton Traders Partnership also conceded they would be unable to commit to making contributions to a future scheme. During the course of the consultation with stakeholders it has become evident that some concerns remain regarding the accessibility of the virtual permits and it has been proposed that there would be benefit stakeholders participating in a working group during 2024.

5.2 The Bognor Regis BID has provided their response. They do not support the proposed scheme as they state it does not represent the best interests of businesses or the wider community and believe it is likely to contribute to reduced footfall in the town centre. Issues raised are summarised in italics with responses below each:

- *Businesses benefit from having people enter their businesses to purchase the discs.*
 - This benefit is limited to an annual purchase.
- *Digital exclusion.*
 - Those without smart phones can still purchase a virtual permit and activate it by any phone. The virtual permit system is already being used successfully for other on-street and off street car parks in the district. Staff will be available to assist customers at Bognor Regis Town Hall and Arun Civic Centre.
- *Restricted locations and hours for purchasing permits.*
 - The virtual permits can be purchased 24/7 from any location with internet access which is wider than the trading hours of existing disc retailers. In the transition year cardboard discs will be available Mon-Fri 0900-1600 with the exception of Wednesday which is open from 1100 from centrally located Bognor Regis Town Hall and Arun Civic Centre.
- *Cash cannot be used to purchase the annual permit*
 - Permits can be purchased by drivers with credit/debit cards / bank accounts. Cash can continue to be used to purchase standard priced parking tickets from all Arun's pay and display car parks. Cash purchases account for a decreasing proportion of car parking ticket purchases with customers increasingly preferring the convenience of App and contactless payment methods.
- *Misuse of the scheme will not be eliminated.*
 - The only examples of misuse the BID referenced (such as overstaying) are not specific to the two hour scheme and are readily enforceable.
- *Environmental impact is unquantified.*

- Agreed as this is one of the less significant benefits of the proposed scheme.
- *Equity between the Bognor Regis and Littlehampton schemes penalises Bognor Regis.*
 - The Bognor Regis partners have fully honoured their contributions which the Littlehampton Traders Partnership have been unable to in recent years. The Bognor Regis scheme does however include 256 more car parking spaces than in Littlehampton, and current partner contributions are lower than in Littlehampton.
- *The BID makes only negligible profit from the scheme but will need to adjust staffing levels as a consequence of the current scheme ceasing.*
 - Arun has software which is already in use to deliver virtual permits which can efficiently be used to deliver the scheme without the need to increase staff costs, making it a cost-effective way to deliver the scheme.
- *Objection to the use of the term “profits” made by the Bognor Regis BID and businesses who retail the Bognor Regis discs as misrepresentation, preferring “payments for services rendered” and “surplus revenues”.*
 - BRTC and BR BID’s correspondence during informal consultations has made reference to gross profits made by businesses retailing the discs of £9,250 in 2022.
- *The businesses retailing discs would no longer receive income for services rendered in the retail of discs.*
 - The purpose of the 2 hour parking scheme is to support town centre footfall, not to generate surplus revenues for partners from Arun’s foregone car park revenue.
- *The BID would no longer generate a surplus from the proposed scheme. The surpluses currently generated are reinvested in town centre improvement activity.*
 - The Bognor Regis BID have stated that the surplus revenue equates to less than £1,250 per annum, so the impact is unlikely to be significant.
- *There is insufficient information about the costs of delivering the proposed scheme.*
 - Cost information is set out in the Financial Summary section of this report. It highlights by far the largest cost being the car parking revenue the Council foregoes, that the current uncertainty about that is unsatisfactory, and that the proposed virtual permit schemes will address this.
- *Absence of genuine consultation.*
 - Partners have been consulted with informally since February via correspondence and several in person meetings on proposals which have evolved several times taking account of feedback provided.
- *Narrow focus of proposed working group.*
 - The proposed working group’s remit is to ensure that stakeholders are involved in how a move to a virtual only 2 hour permit scheme is delivered in January 2025 after a year during which both virtual permits and cardboard discs are available.

6.0 OPTIONS / ALTERNATIVES CONSIDERED

- 6.1 Taking account of feedback from early engagement with partners, Arun District Council has considered alternative options for the continuation of the 2-hour parking scheme.

1. Discontinue the 2-hour free parking scheme altogether.

- This would be financially advantageous to Arun District Council as additional revenue would be generated from the car parks within both town centres. However, Arun District Council currently have no quantifiable data on usage nor therefore on how this could affect footfall into the town centres. In any case parking charges are not intended to raise revenue and therefore this consideration carries less weight.

2. Increasing partner contributions significantly.

- Increasing the partner contributions significantly would have a negative impact on their ability to provide other services and may result in the partners pulling out of the scheme altogether, as it becomes unaffordable.

3. Increasing the disc/ permit price significantly.

- There is scope to increase the annual fee significantly and yet continue to represent excellent value for customers. Increasing the initial cost may adversely affect take up of the schemes which has the potential to reduce footfall into the town centres, but as Arun District Council currently have no quantifiable data on the usage it is not known to what extent.

4. Reducing the period of time parking is free from 2 hours to 1 hour.

- Reducing the free parking time from 2 hours to 1hour, may discourage uptake of the scheme and impact negatively on footfall by reducing the period of time scheme participants spend in the town centres. 1 hour would often not be sufficient for customers to get into the town centre and utilise the local amenities and businesses before needing to return to their vehicle to pay for additional parking.

5. Reducing the number of car parks within the scheme from 3 to 1 in both Littlehampton and Bognor Regis.

By removing two of the participating car parks from each scheme, this would significantly reduce the number of spaces available to scheme participants in the town centre. This would have a particularly detrimental impact to participants during the summer months, when demand for parking in the town centre is higher,

6. To continue the 2-hour free parking scheme in its current format.

- Continuing the 2-hour free parking schemes in their current format would continue to provide difficulties with enforcement and would not eradicate misuse of the schemes. Quantifiable data on usage and the benefit the schemes have on town centre footfall would remain unobtainable. The absence of usage data and foregone revenue information would make it impossible for Arun District Council to make fully informed decisions regarding the schemes, or to promote its inferred contribution to supporting footfall in the town centre. One of the partners cannot commit to fulfil their financial obligations under the current scheme.

7. To defer implementation of the proposed virtual permit schemes

- Delaying the introduction of the virtual permit scheme would not enable Arun District Council to obtain usage data in the interim. Any decision taken regarding the 2-hour free parking scheme in the future would need to be made with the same lack of data available today. One of the partners cannot commit to fulfil their financial obligations under the current scheme.

8. To move to a virtual permit system (only) on 1st January 2024

- This is considered to be consistent with the Council's equalities duties. However, some more elderly and vulnerable drivers may appreciate the additional option of a cardboard disc during for 2024 as a transitional arrangement.

9. Scratch cards

- Single-use scratch cards (where the date and time of parking are scratched off a card) reduce abuse, and provide more usage data than discs, but not as much as a virtual permit scheme. A scratch card scheme has significantly higher financial costs and environmental impacts than a virtual or cardboard disc scheme.

6.2 Having considered the above alternative options, with the exception of option 8, none of the above would prevent the misuse of the schemes by customers, provide accurate data on the usage of the schemes and would likely have a detrimental impact on either customer, businesses, Arun District Council partners or the environment. None of the above options would prevent the misuse of the schemes by customers.

6.3 Option 8 is the only option which immediately eradicates misuse, reduces environmental impact, and gathers usage and financial data without impinging on the effectiveness of the scheme as a tool for supporting town centre footfall.

6.4 The recommended option achieves all these benefits after the first transition year.

7.0 COMMENTS BY THE GROUP HEAD OF FINANCE/SECTION 151 OFFICER

7.1 The full year costs of the proposals in this report are summarised in the table below:

Annual Income & Expenditure Summary	
Expenditure	£
Permit Transaction fees/Disc costs (mid-point of range)	5,600
Reduced scheme contribution – Littlehampton Town Council	7,000
Reduced scheme contribution – Littlehampton Traders Partnership	6,600
Reduced scheme contribution - Bognor Regis Business Improvement District	5,000
Total Expenditure	23,100

<u>Income</u>	
Scheme administration fees	(72,000)
Annual (Surplus)/Deficit	(47,800)

7.2 The amended scheme will generate an estimated additional surplus of £47,800 per annum. However, this figure will reduce in 2023/24 by £14,770 to allow for the write-off of the irrecoverable debt owed by Littlehampton Town Traders Ltd.

8.0 RISK ASSESSMENT CONSIDERATIONS

8.1 The following risks and mitigations have been identified.

8.2 Risk of a reduction in uptake of the schemes, alongside a lack of awareness and support for transition to new virtual schemes. The schemes have been designed to ensure that any identified risks regarding economic impact and awareness are mitigated against. To assist with the change, the schemes will be advertised and promoted ahead of the proposed virtual permit activation date to ensure that all existing customers are aware of the changes and customers are aware of the schemes. Additional support will be available for customers in person at Littlehampton Civic Centre and Bognor Regis Town Hall. By introducing a virtual permit, there will be no limit on the number of permits issued each year which will have a positive impact on the number of customers able to access the schemes. In addition, virtual permits can be purchased and amended 24 hours a day, creating more efficient and convenient schemes for customers.

8.3 Risk of negative impact on older and vulnerable customers. The schemes have been designed to ensure that any potential impact on older and/ or disabled scheme users has been mitigated against. For mitigation, please see section 13.3.

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

9.1 The Council is empowered by sections 32 to 35 of the Road Traffic Regulation Act 1984 to provide off street parking places and to make Parking Orders relating to fees and charges. This report is about continuing the agreements with Littlehampton Town Council and Bognor Regis Town Council to provide limited free parking spaces in the relevant Car Parks with the Littlehampton Town Council and Bognor Regis Town Council making a financial contribution towards the cost of the limited free parking. Committee is able to agree the recommendations as long as committee is satisfied that the decision is reasonable. This means taking into account all the relevant considerations set out in the report (financial, equality, environmental and the parking strategy 2021-2026) and disregarding any irrelevant considerations.

10.0 HUMAN RESOURCES IMPACT

10.1 The proposals to transfer the administration of the schemes to Arun District Council can be accommodated from within existing staffing. There are no other Human Resource Implications.

11.0 HEALTH & SAFETY IMPACT

11.1 There are no direct Health and Safety impacts from the proposals.

12.0 PROPERTY & ESTATES IMPACT

12.1 The Council car parks require regular maintenance to ensure that they remain in a good and safe condition to be used by members of the public.

12.2 Maintenance is part funded from penalty charge notices and part funded from the Council's general revenue budget. Income from parking charges is needed to support the latter funding source.

13.0 EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

13.1 The Public Sector Equality Duty (PSED) under section 149 of the Equality Act 2010 requires the Council, when exercising its functions to have due regard to:

- the need to eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by or under the Equality Act 2010,
- the need to advance equality of opportunity between persons who share protected characteristics and those who do not; and
- foster good relations between those who have protected characteristics and those who do not.

Note: 'Protected characteristics' are age, sex, race, disability, sexual orientation, marriage and civil partnerships, religion or belief, pregnancy and maternity and gender reassignment.

13.2 An Equality Impact Assessment has been undertaken which identifies that there is a minimal financial impact on the scheme users in the Littlehampton area. The admin charges for both schemes are designed to be equitable for both sides of the district and the charges are designed to be affordable for all. The administration fee provides exceptional value for money and would continue to encourage customers into the town centre. Most users would only have to use their virtual permits once in a year to reap the benefits of the schemes in both Littlehampton and Bognor Regis schemes. There will continue to be an option to purchase town centre and seasonal permits. All users of these permits will benefit for any length of stay in town centres or seasonal car park at a considerably reduced rate. There is not, therefore considered to be an adverse financial impact.

13.3 The virtual permit schemes have been designed to ensure that any identified risks are mitigated against and any potential impact on older and disabled scheme users are protected in both Littlehampton and Bognor Regis. As the new permit system is virtual, some customers may not have access to pay by phone apps on their phones. To accommodate all car park users and to ensure that all shoppers and visitors have access to the scheme, a helpline will be available to any customers unable to obtain their free parking via pay by phone apps. The helpline will be available to customers Monday-Friday 8-6, Saturday, and Sunday 8-4. Once called, the operator will be able to enter the customers vehicle registration details and initiate the free parking period. Customers will still be able to purchase additional parking via the Pay and Display machines situated in the car park. Staff will be available at the Civic Centre in Littlehampton and the Bognor Regis Town Hall to assist customers in person to set up a permit. Automatic renewals will be activated on these accounts to assist customers moving forward. There will continue to be an option to purchase town centre and seasonal permits. All users of these permits will benefit for any length of stay in town centres or seasonal car park at a considerably reduced rate. Holders of blue badges can continue to park for free all day in all the Council's off-street car parks, in any car parking space. There is not, therefore considered to be an adverse impact on protected characteristics. Nonetheless, during the first transitional year of the virtual permit scheme, it will be possible to purchase cardboard discs as an alternative.

14.0 CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

14.1 The progression from cardboard discs to a virtual permit system would have a positive environmental impact. Currently, approximately 55,000 cardboard discs are being produced, stored, and distributed annually. By moving to a virtual permit system, the environmental impact would be significantly reduced.

15.0 CRIME AND DISORDER REDUCTION IMPACT

15.1 All six of the participating car parks currently hold the "Park Mark" award. The Safer Parking Scheme is managed by the British Parking Association (BPA) on behalf of Police Crime Prevention Initiatives Ltd. A Park Mark is awarded to parking facilities that have met the requirements of a risk assessment conducted by local police. These requirements mean the parking operator has put measures in place to help deter criminal activity and anti-social behaviour, thereby doing everything they can to prevent crime and reduce the fear of crime in their parking facility.

15.2 The proposal has no impact on crime and disorder.

16.0 HUMAN RIGHTS IMPACT

16.1 The proposals do not adversely impact on human rights.

17.0 FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

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

CONTACT OFFICER:

Name: Lisa Emmens

Job Title: Parking Services Manager

Contact Number: 01903 737643

BACKGROUND DOCUMENTS:

Equalities Impact Assessment

[Council Vision 2022 - 2026](#)

[Off Street Parking Strategy 2021-2026](#)

[Carbon Neutral Strategy 2022-2030](#)

EQUALITY IMPACT ASSESSMENT

Name of activity:	Variation to the 2-hour free parking scheme (paper to virtual)	Date Completed:	07/07/2023
Directorate / Division responsible for activity:	Technical Services	Lead Officer:	Nat Slade
Existing Activity	Yes	New / Proposed Activity	No
		Changing / Updated Activity	Yes

What are the aims / main purposes of the activity?

The proposal is to progress the 2-hour free parking scheme in the Bognor Regis and Littlehampton town car parks from a cardboard disc to a virtual permit. Thus, continuing the 2-hour free parking scheme to continue supporting the needs of local businesses, shoppers and visitors, whilst creating a substantially more manageable and quantifiable system for monitoring the scheme.

What are the main actions and processes involved?

To progress from a cardboard disc to a virtual only permit. This will involve customers using the MiPermit app to register for the free parking time period and will also allow them to purchase additional parking if required.

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

The main stakeholders for Bognor Regis are Bognor Regis Town Council, the Bognor Regis Business Improvement District (Bognor Regis BID) and users of our car parks (this includes shoppers and visitors to the area). The main stakeholders in Littlehampton are Littlehampton Town Council, the Littlehampton Traders Association and the users of our car parks.

Our town centre car parks support significant volumes of visitors and shoppers to the area, particularly during summer season and school holidays. Local businesses rely upon availability of car parking spaces for their customers and the 2-hour free parking scheme provides an incentive for people to visit the town centres.

The cardboard discs are currently available for a modest £2 fee in Bognor Regis and free in Littlehampton and provide users with 2 hours free parking within certain Bognor Regis and Littlehampton town car parks.

By transitioning to a virtual permit, shoppers and businesses will continue to benefit from the 2-hour free parking period and the cost to purchase a permit will remain unchanged at £2. This will involve a price increase for customers in Littlehampton. Permits will be valid for a year, commencing 1st January and will need to

be renewed at the end of the year.

Currently, customers are required to return to their vehicles at the end of the 2-hour parking period to move their vehicle to ensure they do not receive a Penalty Charge Notice. With a virtual permit system, customers can purchase additional parking using the same app they used to initiate the free parking period, thus eliminating any confusion for customers and ensuring they can spend additional time in our town centres without having to rush back to their vehicles.

Have you already consulted on / researched the activity?

Early informal consultation regarding the proposed changes was undertaken with Bognor Regis and Littlehampton Town Councils and the Bognor Regis Business Improvement District (BID). Early discussions with the Littlehampton Traders Association established they were not able to contribute to a new agreement after the current scheme expires at the end of 2023.

All stakeholders expressed an ongoing interest in the continuation of a scheme that supports footfall into the town centres, benefitting town centre businesses.

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

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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)	Yes	<p>As the new permit system is virtual, some customers may not have access to remote services such as MiPermit. In order to accommodate all car park users and to ensure that all shoppers and visitors have access to the scheme, a helpline will be available to any customers unable to obtain their free parking via the MiPermit app. Once called, the operator will be able to enter the customers vehicle registration details and initiate the free parking period. Customers will still be able to purchase additional parking via the Pay and Display machines situated in the car park in cash or by bank card.</p> <p>Staff will be available at the Civic Centre in Littlehampton and the Bognor Regis Town Hall to assist customers experiencing any difficulties to set up a permit. Automatic renewals will be activated on these accounts to minimise stress and concerns moving forward.</p> <p>There will continue to be an option to purchase town centre and seasonal permits. All users of these permits will benefit for any length of stay in town centres or seasonal car park at a considerably reduced rate.</p>
Disability (people with physical / sensory impairment or mental disability)	Yes	<p>As the new permit system is virtual, some customers may not have access to remote services such as MiPermit. In order to accommodate all car park users and to ensure that all shoppers and visitors have access to the scheme, a helpline will be available to any customers unable to obtain their free parking via the MiPermit app. Once called, the operator will be able to enter the</p>

		<p>customers vehicle registration details and initiate the free parking period. Customers will still be able to purchase additional parking via the Pay and Display machines situated in the car park in cash or by bank card.</p> <p>Staff will be available at the Civic Centre in Littlehampton and the Bognor Regis Town Hall to assist customers experiencing any difficulties to set up a permit. Automatic renewals will be activated on these accounts to minimise stress and concerns moving forward.</p> <p>Holders of blue badges can continue to park for free all day in all our off-street car parks, in any car parking space, so do not need a 2-hour town centre virtual parking permit.</p> <p>There will continue to be an option to purchase town centre and seasonal permits. All users of these permits will benefit for any length of stay in town centres or seasonal car park at a considerably reduced rate.</p>
Gender reassignment (the process of transitioning from one gender to another.)	No	
Marriage & civil partnership (Marriage is defined as a 'union between a man and a woman'. Civil partnerships are legally recognized for same-sex couples)	No	
Pregnancy & maternity (Pregnancy is the condition of being pregnant & maternity refers to the period after the birth)	No	
Race (ethnicity, colour, nationality or national origins & including gypsies, travellers, refugees & asylum seekers)	No	
Religion & belief (religious faith or other group with a recognised belief system)	No	
Sex (male / female)	No	

Sexual orientation (lesbian, gay, bisexual, heterosexual)	No	
Whilst Socio economic disadvantage that people may face is not a protected characteristic; the potential impact on this group should be also considered	Yes	<p>Whilst there is no intended impact based on socio economically disadvantaged people, the 2-hour free parking scheme will only be available for use once a day. Currently, customers can park for 2 hours for free with a no return within 1 hour, meaning customers can return to the car park an hour later, or park in alternate participating car park for a further 2 hours of free parking. This could have an impact on those who are economically disadvantaged as customers will be required to pay for additional parking if required.</p> <p>Whilst the Bognor Regis parking disc currently costs £2 and is only valid for one calendar year, the Littlehampton permit is currently free and does not have an expiry date. While Bognor Regis customers will not see a change to either the cost, or the period of validity, of the permit, Littlehampton customers will. The introduction of admin charges in Littlehampton are designed to make the schemes equitable for both sides of the district and the charges are designed to be affordable for all. The current daily charges for 2-hour parking in all town centre car parks in Littlehampton is £2. The admin cost provides exceptional value for money and would continue to encourage customers into the town centre. Most users would only have to use their virtual permits once in a year to reap the benefits of the scheme in both Littlehampton and Bognor Regis.</p> <p>However, the costs of parking stays equate only to a small percentage of the annual costs of running a motor vehicle and therefore the impact is small. All car park users will still be able to park for 2 hours free in participating town centre car parks in Littlehampton & Bognor Regis once every day if the customer wishes.</p> <p>There will continue to be an option to purchase town centre and seasonal permits. All users of these permits will benefit for any length of stay in town centres or seasonal car park at a considerably reduced rate.</p>

What evidence has been used to assess the likely impacts?

The Government published information in December 2022 advising the cost of living has been increasing across the UK since early 2021. Higher inflation affects the affordability of goods and services for households. The Government Office of Budget expects the real post tax household income to fall in 2022/23.

Decision following initial assessment

Continue with existing or introduce new / planned activity	Yes	Amend activity based on identified actions	No
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Action Plan			
Impact identified	Action required	Lead Officer	Deadline
Yes	<p>To accommodate all car park users of all ages, and to ensure that all shoppers and visitors have access to the scheme, a helpline will be available to any customers unable to obtain their free parking via the MiPermit app. Once called, the operator will be able to enter the customers vehicle registration details and initiate the free parking period. Customers will still be able to purchase additional parking via the Pay and Display machines situated in the car park.</p> <p>There will continue to be an option to purchase town centre and seasonal permits. All users of these permits will benefit for any length of stay in town centres or seasonal car park at a considerably reduced rate.</p> <p>Signage will be erected in all affected car parks 2 months before the transition date to ensure all customers have time to adapt to the planned changes. Staff will be available at the Civic Centre and the Bognor Town Hall to answer any queries or concerns affected customers may have. Promotional leaflets will also be available to customers detailing important dates, how to obtain their free parking, the helpline number and how to download the app if they don't already have it.</p>		
Yes	<p>To accommodate all car park users, regardless of disability, and to ensure that all shoppers and visitors have access to the scheme, a helpline will be available to any customers unable to obtain their free parking via the MiPermit app. Once called, the operator will be able to enter the customers vehicle registration details and initiate the free parking period. Customers will still be able to purchase additional parking via the Pay and Display machines situated in the car park.</p>		

	<p>There will continue to be an option to purchase town centre and seasonal permits. All users of these permits will benefit for any length of stay in town centres or seasonal car park at a considerably reduced rate.</p> <p>Signage will be erected in all affected car parks 2 months before the transition date to ensure all customers have time to adapt to the planned changes. Staff will be available at the Civic Centre and the Bognor Town Hall to answer any queries or concerns affected customers may have. Promotional leaflets will also be available to customers detailing important dates, how to obtain their free parking, the helpline number and how to download the app if they don't already have it.</p>		
Yes	<p>To minimise the risk of having a socio-economic impact, the Council will continue to offer free parking in certain outlying car parks. The Council will also continue to offer annual/monthly permits at a reduced rate, which provides 24-hour parking in town center car parks along with an option to purchase seasonal permits.</p> <p>The 2-hour free parking scheme will continue to offer local businesses, shoppers and visitors heavily discounted parking as an incentive to support local businesses for a modest administrative fee.</p>		

Monitoring & Review

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

Date EIA completed:	07/07/2023
Signed by Person Completing:	Jasmine Gander – Principal Parking Services Officer

Agenda Item 11

Environment Committee	Report Author	Date of Meeting	Time	Full Council Meeting Date
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			
Air Quality Strategy	Neil Williamson			
Local Nature Recovery Strategy	Kevin Owen / Charlie Hardy			
Q2 KPI Report				

Environment Committee	<u>Report Author</u>	<u>Date of Meeting</u>	<u>Time</u>	<u>Full Council Meeting Date</u>
West Sussex Disabled Facilities Grant Policy 2024 - 2028 Q3 KPI Report	Louise Crane	23 Jan	6 pm	13 March
Combined Cleansing Services Contract – service configuration and tender scope approval	Oliver Handson	19 March	6 pm	9 May