



Established in 2007, the Board is an independent, non-profit organisation.

www.bognorregisregenerationboard.com

Chair: Dr Dave Cooper

ANNUAL REPORT 2022/23

This report seeks to give an overview of the Bognor Regis Regeneration Board's (Board) activities for the financial year ending 30th April 2023, in accordance with the agreed responsibilities of the Board's Management Committee.

Strategy

The Board's Corporate Plan, adopted in 2021/22 and including the shared Town Values within the our Regeneration Framework, has become embedded within the organisation's strategic outlook. Partnership work continues, using an evidence based approach to monitor, review and promote the shared priorities for Bognor Regis. Review of the Board's objectives and those of Executive Director have been reviewed for alignment with key stakeholders to ensure a collaborative and co-ordinated approach to the facilitation of opportunities and initiatives which deliver against the shared priorities.

Delivery & Performance

The Board continues to develop its role in dynamic facilitation and cross-partner communication. Delivery against objectives is monitored by the Management Committee, through the Chair's continued management of the Executive Director. Quarterly reports on activity are circulated to the membership and a robust appraisal process is in place. The Board continues to be active and consistent in its response to local consultations using the Regeneration Framework a strong, relevant, local filter. The Board supports agile delivery through its hosting of the Town Centre Forum, an informal discussion group of stakeholders, in support of the Town Centre Taskforce formed in partnership with the BR BID and Bognor Regis Town Council.

In particular, the Board has spearheaded the partnership development and delivery of a wayfinding strategy for the town centre, building towards a community-led design approach and implementation of the principal town centre route through its successful application for £187,000 in funding through the District Council's allocation of the UK Shared Prosperity Fund. In addition, the Board has given support and input to partner UKSPF applications from the BID and Town Council, which complement and amplify the Wayfinding Strategy objectives, resulting in an overall investment in Bognor Regis town of circa £300,000 extending to mid-2025.

Finance & Risk

The Board carries forward a fund of £45,833 at the year-end of 30th April 2022, against £59,800.27 at 1st May 2022. Income totalled £69,851.00 against the budgeted figure of £61,000; this represents an increase of 115%, although it should be noted that this figure includes partnership funding for the wayfinding strategy. The expected membership growth was not achieved and so total membership income was £54,650 against a budget of £61,000. Expenditure totalled £83,698.22; this figure includes £14,800 towards the wayfinding project as a one-off item which was not originally in the budget. Spending against agreed budget headings totalled £63,898.22, representing just under 95% of expected expenditure.

Risks have been reviewed and addressed through the creation of a ringfenced contingency reserve of £10,000; this is designed to support longer term financial planning and company responsibilities. The company is appropriately insured with both Employers Liability and Public Liability certificates in place. A robust system of internal controls exists, through the implementation of the agreed

PROGRESS THROUGH PARTNERSHIP

spending authority policy, a payment request system and associated mandate arrangements with Lloyds Bank plc. Quarterly Income & Expenditure reports are reviewed by the Management Committee and a detailed budget agreed for 2023/24.

Governance

A strong governance framework is now in place with a board of Directors responsible for ensuring the Company remains compliant with statutory and financial filings. A structure chart has been agreed and circulated to all members to ensure a thorough understanding of how both the Company (BRRB Ltd) and the BRRB Membership organisation are managed, with line management of the Executive Director through the Chair supporting both strategy and operations. Minutes of the BRRB Members meetings are published online. The Board's governance documents are available to view online through our website and the appropriate filings made to the Companies House register.

Membership

The current membership is active and engaged, although funding remains challenging. The membership structure was reviewed in April 2023 to support inclusive membership. Three membership levels now exist, Full (Core), Full (Subscription) and Associate, to determine between funding members who have full voting rights and non-funding members. The Board continues to be open for recruitment of new members and is actively pursuing its objectives of financial sustainability and an inclusive membership body through the development of new local relationships.

Company Directors

The Company has appointed five directors, one of whom (the Executive Director) also acts as Company Secretary. A role description has been agreed to ensure all directors are aware of and able to fulfil their responsibilities. The responsibility for strategy, employment and budget setting has been delegated to the Management Committee with the directors acting on decisions of the Management Committee to ensure implementation and statutory compliance is observed.

Reputation, Policies & Procedures

The development of strong policies and procedures to support the smooth and transparent running of the Board is ongoing. Existing policies are reviewed annually. Strong progress has been made in raising the Board's profile as an independent voice for Bognor Regis through the Board's activities as a facilitator. The Board continues to champion the shared town values, our Regeneration Framework and through our work with the Town Centre Forum, the development of strategic priorities for Bognor Regis.

Summary

The Board has continued to raise its profile during the year and is increasingly focused on its contribution to the enhanced socio-economic profile of Bognor Regis. Through its facilitation of the Town Centre Forum and member events, it is demonstrably supporting and leading the foundations for significant change. The work on the development of the Wayfinding Strategy including the success of the bid for SPF, deserves specific mention.

As we go forwards, there is some uncertainty over the future direction of economic development in the region due to the likely end of the LEP, Coast to Capital and also the demise of the area partnership, CWSP. Although WSCC is likely to pick up some of the responsibilities, it does mean that the role of BRRB is increasingly important if we are to maintain a focus on the development of Bognor Regis and progress opportunities for funds.

The Board is in a good position financially for the following year but we do need to increase membership income as we progress to maintain long term sustainability and this will be an objective as we move forwards.

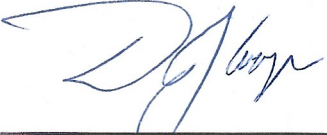

PROGRESS THROUGH PARTNERSHIP

On behalf of the Management Committee, I would like to thank Raof Daud who retired as Chair of the Board during the year. He has been an active member of the Board for 15 years and continues to support our activities as Chair of the Director's Board. Can I also thank all our members who contribute towards the success of the Board and especially those that give their time to stand as Management Committee members and Directors.

Finally, on your behalf, I would like to thank our Executive Director, Rebecca White, for her passion, enthusiasm, commitment and understanding of the public sector, which has made a huge contribution to the continued and expanding profile of the Board and its work over the last 12 months.

As many of you will know, I picked up responsibility as acting Chair for the Board earlier in the year and have been very well supported by the Management Committee and the Directors. I am looking forward to continuing my Chairmanship next year.

Dave Cooper
Chair
1st August 2023

I confirm that the Annual Report as presented was approved by the membership at the BRRB AGM of 13 th September 2023.	
	
Chair's Signature	Date