



Bognor Regis Regeneration Board Members Meeting
Wednesday 26th January 2022, 6.00pm
The_Track, Bognor Regis Railway Station

Present:

Board Members

Raof Daud, Dicentra Developments (Chair) [RD]
Cllr Steve Waight, WSCC [SW]
Paul Hanson, Landlink [PH]
Jason Passingham, BID Chairman [JPA]

Prof David Cooper, University of Chichester [DC]
Cllr John Erskine, BRTC [JE]
David Wride, BR Chamber of Commerce [DW]
Caroline Wood, CWSP [CW]

Officers

Rebecca White, Advisor [RW]

Heather Allen, BID [HA]

Apologies

Cllr David Edwards, ADC (Deputy Chair) [DE]
Henry Green, Covers [HG]
Nick Laurence, Metamorph [NL]
Jeremy Pardey, Butlins [JP]

Matt Smith, Regis Group [MS]
Karl Roberts, Director of Place, ADC [KR]
Denise Vine, ADC [DV]
Glenna Frost, BRTC [GF]

MINUTES

1. WELCOME AND APOLOGIES

The Chair [RD] opened the meeting, welcomed all present and noted apologies from Cllr David Edwards, Karl Roberts and Denise Vine due to a rescheduled Full Council meeting. Apologies were also noted from Glenna Frost, Henry Green (proxy arrangements in place), Nick Laurence, Jeremy Pardey and Matt Smith. RD made an announcement to confirm that from 1st February 2022, to support the BRRB's developing role and with the approval of the Management Committee, Rebecca White would increase her time from 24 to 32 hours per week and join the board of the incorporated company as a director; this was noted.

2. DECLARATIONS OF INTEREST

None were received.

3. MINUTES OF 6TH OCTOBER AND 19TH NOVEMBER 2021

RW noted minutes had been previously circulated with no member queries and published to the website. All agreed actions had been progressed. There being no matters arising the minutes were proposed by the Chair as a true record and unanimously approved with no abstentions. The Chair was authorised to sign the minutes as a true record.

4. MANAGEMENT COMMITTEE REPORT

A written report from the Management Committee meeting of 12th January 2022 had been circulated to members in advance of the meeting. Questions on each item were invited.

4a. Financial Position

The financial position to 7th January 2022 was noted.

4b. Advisor Update

An overview of activities undertaken since September 2021, including an update against current objectives, had been circulated by the Advisor and progress to date was noted. The BID Co-ordinator confirmed that the meeting attended by the Advisor on 4th November 2021 had been a BID Full Board meeting not a Board of Directors meeting as per the report. RW noted this and confirmed it would be corrected.

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4c. Budget 2022/23

The detailed budget for 2022/23 had been approved by the Management Committee with a summary budget presented to members for information. The targeted income increase was noted to support the increase in staffing hours. RD highlighted that the intention to build a reserve fund had been actioned through the budget process.

4d. Membership Structure & Fees

A review had been conducted over September to December 2021, with input from Management Committee members, with the aim of developing a funding model which is both fair and consistent and supports the recruitment and retention of members, increases revenues and enables the accrual of a contingency reserve. The Board aims to use any increase in revenues to continue to grow its activities in promoting Bognor Regis as a great place to work, live, study, invest and enjoy. Feedback had indicated that a prescribed minimum membership fee with additional voluntary contributions from larger members would not support financial sustainability. It was agreed by the Management Committee that scaled membership fees, based on factors such as turnover/profitability and/or employee numbers, would be complex and challenging to set up, manage and apply consistently across the diverse range of member organisations, particularly for those in the public and third sectors. The current system of funding 'by agreement' allows the Board to support the inclusion of a wide range of organisations in terms of size, type and activity. RW also noted that whilst local government membership of a company limited by guarantee was technically feasible (county councils, district councils and town councils operating the general power of competence are all recognised corporate entities), it was likely to be complicated to implement. Further guidance will now be taken on how the Board's membership can be structured to ensure that all organisations making a financial contribution can be given voting rights, whilst retaining the involvement of members that do not or are unable to make financial contributions. Recommendations would follow to the Management Committee in due course. This was noted.

5. **TOWN VALUES IN ACTION**

Partner Activity Report, Quarter 3 2021

RW had previously circulated the activity report regarding use of the town values and visual identity from participating partners including BRBID, BRTC, BRRB and the University of Chichester. RW noted that she would be meeting with new staff at BRTC and The_Track to discuss the application of the values and associated brand identity. Discussion was held regarding the cumulative impact of use of the values, including the colour palette and design guide and the noticeable increase in positive imagery and messaging on social media through the use of consistent hashtags such as #bognorregis and #lovebognorregis.

6. **TOWN CENTRE**

Town Centre Forum

An update was given to members on the informal Town Centre Forum meeting held in November 2021, facilitated by the Board and attended by WSCC, ADC, BRTC & BRBID. The meeting had been an opportunity to share priorities and examine the areas where communication, collaboration and support could be improved to bring forward delivery. RW noted that there had been a good and frank exchange of existing and forthcoming projects such as the Levelling Up Fund revitalisation of the Alexandra Theatre and the examination of connectivity options at The Esplanade. Actions had been agreed for the town centre taskforce, comprising BRBID, BRTC and BRRB to take forward. These included the development of a town centre events calendar to co-ordinate the current offering with a view to developing the annual programme, a town centre vision which could inform and enhance a review of the existing ADC Bognor Regis Masterplan and opportunities to assess and develop current links and trails through wayfinding. All parties had agreed to meet again in February 2022. HA noted that ADC had commissioned a 'health check' of the town centre occupation rates, potentially as an information gathering exercise to inform the review of the masterplan, highlighting that BR's shop vacancy rate was well below the national average (5% against 14%). CW queried whether the work would also pick up on the societal issues such as rough sleeping or vandalism. HA would share links to documents of interest including the Chris Whitty report on health in coastal towns.

7. MEMBER FORUM

BRRB Survey – Member Engagement

A survey had been carried out in December 2021 with a majority of members participating (83%). RW highlighted that it was clear that members are satisfied that the Board is well-governed, that current meeting arrangements are appropriate and crucially, that the Board's vision for Bognor Regis is well supported. In addition, the survey had identified opportunities to build relationships through improved networking and information sharing. RW noted that this new agenda item 'Member Forum' had developed in response to the feedback received through the survey suggesting that members would welcome more discussion time for topical issues & projects. Round table discussion revealed that members would prefer to have input on strategic priorities by giving agenda time to discuss specific topics in more detail. RD noted that specific discussion points should be requested – such as the Alexandra Theatre project and the Arun Growth Deal – and also encouraged members to contribute through bringing their own discussion items and presentations forward to inform the agenda.

DW agreed he would welcome specific topics, such as a discussion around improvements for York Road. HA updated to inform that BRBID was extending the CCTV network into York Road and The Arcade, installing a lighting scheme and working with local businesses on other options. CW noted that the meetings should consider how the Board could use its role as a facilitator to influence mitigation of the 'soft issues' as noted at item 6 at an appropriate level. DC advised that the agenda should be set by the Board's strategic priorities.

Corporate Plan – Strategic Priorities

RW had circulated the draft corporate plan to members and produced a list of priorities as a conversation starter, which included a strategic vision for the town centre, improved transport and active travel connections and the development of the town centre as a leisure and entertainment destination. Members suggested digital connectivity through high-speed broadband and the transformation of BR town centre as key priorities. Connectivity and the enhancement of the night time economy were discussed in some detail with the BRBID noting that the challenges that BR town centre faced – perceptions of safety and the range & quality of offer – were the same day and night. CW noted that the Board should evaluate and focus on the areas in which it could have greatest impact, for example, working to review the local Developer & Partner Charter to re-focus on skills training and development. RD summarised discussion by thanking all members for their engaged and valuable input, noting that RW would work on drafting out the Strategic Priorities for further consultation.

8. MEMBER UPDATES

ADC – A project update had been provided by Denise Vine, Group Head of Economy at ADC and circulated to members. RW updated members on the Growth Items put forward for 2022/23 consideration by the various Committees at ADC, noting that these included funding for town centre recovery and masterplanning, events, community wardens, the Arun Inspires Artwork project and the development of the Bersted Brooks nature reserve into a country park. Although this funding was still subject to approval, members agreed that the projects aligned with local priorities and reflected ADC's engagement with stakeholders. RD & RW also updated members on a very constructive meeting which had taken place in January 2022 between the BRRB and the Leader and Interim CEO of ADC.

WSSC – SW, Cabinet Member for Economic Development, updated members on WSSC advancements including the progression of options for The Esplanade and the roll-out of the Gigabit Fibre project into Bognor Regis. It was noted that although Gigabit did not currently come with commercial connectivity, the roll-out to BR represented an opportunity to bring this forward.

Landlink Estates – PH, LLE CEO, had provided an update advising that Phase 2 of the Saltbox site at Enterprise BR had been sold to Kier in its entirety, with Kier intending to build out the remainder on a speculative basis from late 2022. LLE's local focus in the short term would be in solar farming with further updates on the strategic housing site at West Bersted following in due course.

c. Butlins – JP, Resort Director, reported that the resort is experiencing high demand and bookings. Recruitment continues to be challenging.

e. The Royal – NL, MD at Metamorph, reported that the exterior of West Lodge, including roof, cladding and glass are nearing completion with handover of apartments anticipated mid-April. Price and supply chain volatility still creating challenges. Fit out of restaurant scheduled for late Spring.

9. AOB

RW advised she would be holding regular 'open forum' meetings to allow members to bring issues/projects for discussion or feedback outside of the normal meeting structure. A schedule would follow.

MEETING CLOSE & NEXT MEETING DATES

RD closed the meeting at 7.49pm, thanking members for their attendance and contributions and noting the date of the next meeting as 27th April 2022.

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