



**Minutes of Board Meeting held
22nd July 2020, 6pm
Virtual Meeting via Zoom**

Present:

Board Members

Raof Daud, Dicentra Developments (Chair) [RD]
David Wride, Chamber of Commerce [DW]
Caroline Woods, CWSP [CW]
Nick Laurence, Metamorph [NL]
Cllr Bob Lanzer, WSCC [BL]

Jason Passingham, BR BID [JAP]
Henry Green, Covers [HG]
Paul Hanson, Landlink [PH]
Prof David Cooper, University of Chichester [DC]

Officers:

Rebecca White, Advisor Designate [RW]
Caroline Gosford, ADC [CG]
Heather Allen, BR BID Coordinator [HA]
Sarah Norman, BRTC [SN]

Apologies:

Cllr Francis Oppler, ADC [FO]
Denise Vine, ADC [DV]
Cllr John Erskine, BRTC [JE]
Jeremy Pardey, Butlins [JP]

Abbreviations:

ADC – Arun District Council
BR BID – Bognor Regis Business Improvement District
CWSP – Coastal West Sussex Partnership

BR – denotes Bognor Regis
BRTC – Bognor Regis Town Council
WSCC – West Sussex County Council

1. **WELCOME AND APOLOGIES** The Chair welcomed all present, noting apologies.
2. **DECLARATIONS OF INTEREST** The Chair confirmed those declaring could participate fully in debate/discussion but would be excluded from any voting. NL declared a personal interest in the Sir Richard Hotham Project. PH – declared an interest for Landlink as developer of Saltbox & co-promoter of the West Bersted project.
3. **ADVISOR DESIGNATE** The Chair introduced RW as the new Advisor. RW attending meeting in personal time; start date 17th August 2020. Objectives approved by Steering Group & circulated to Board, approved with review in six months.
4. **AGENDA** RD advised aiming to finish at 7pm with agenda split over three areas of activity – CV19 Recovery, current investment and investment pipeline.
5. **MATTERS ARISING** No matters arising from the April 2020 Board Meeting were raised.
6. **COVID-19 RECOVERY**
 - a. ADC Bognor Regis Position Statement – An update was circulated to members prior to the meeting. CG summarised current ADC Economy Team activity as rates and hospitality grants – chasing businesses that haven't applied, discretionary grants for those not in receipt of other

grants, criteria around property costs. Draw down of government Reopening High Streets Safely Fund (RHSSF) in partnership with BID and parishes/towns. The Chair noted that it would be helpful to receive feedback from the recipients of the support and activities that have occurred, sharing this with all partners and agencies as a learning tool.

ACTION: RW TO LIAISE WITH BR BID.

- b. Coastal West Sussex Partnership webinar – CW gave members a summary of the webinar ‘Kick-Starting the Coastal Economy’, noting the hosting with Platform 9 and strong support from area leaders attending including the Leader of WSCC, CEO of Adur & Vice Chair of the Local Enterprise Partnership. CW advised key themes were innovation and adaptation, improved collaboration & speed of decision-making, and resilience including a focus on how to make High Streets safer for visitors and improving opportunities for young people especially employment and training. Advised the Hatch Report indicates 5+ year recovery timescale. Next event Sept/Oct will centre on skills and youth unemployment. RD attended and advised members webinar really worth watching, particularly noting virus response has broken down traditional barriers to action and the link between economic and environmental sustainability.

ACTION: LINK TO WEBINAR WILL BE CIRCULATED FOLLOWING MEETING. [COMPLETED]

- c. Bognor Regis BID – Verbal update from JAP & HA as Chair and Co-ordinator respectively. Reported BID area still in pre-recovery stage, not all businesses open yet, HA focussed on ensuring relevant info accessible & circulated to BID members. ADC & BID signage campaign available for all BR parishes funded by RHSSF.
- d. BR BID High Street Recovery Campaign (Briefing paper circulated to members. BRRB commitment of £10k donation to enable joint ‘Space To’ campaign. HA explained this centres around a single simple idea of an uncrowded beach as people looking for quiet seaside days out. LoveBR website launch page linked to campaign this week with messages including ‘maintain safe space’, ‘respect environment by taking rubbish’, ‘don’t come if have symptoms’. Tied in with Help out to Eat out. Marketing collateral includes ‘back of bus’ banners. Advised town centre footfall not back to normal but picking up. Until last week quiet in marginal areas, now picking up with school holidays, and JAP reported spend is picking up too. BID also engaged in promoting positive messaging encouraging face coverings as feeling safer is important. Noted that Space To campaign will feature BRRB Cobranding – it’s a BID initiative supported by Board’s funding donation and follows on the back of ADC safety campaign – RD commended all involved.
- e. Butlins Reopening – RD gave verbal update on behalf of JP. Resort re-opening Friday 24th July with different proposition – 50% capacity only with all protocols in place (all relevant agencies involved in planning such as ADC & Public Health England)). Family oriented holidays/activities only, no adult only holidays. Will be in press this week.

7. CURRENT INVESTMENT ACTIVITY

- a. Royal Hotel – NL gave update, new website set up (see www.theroyalbognorregis.co.uk) — virtual tour etc. Reported supply chain issues for specialist elements like balconies etc. East elevation complete, scaffold coming down in next 2 weeks. Show flat really special and attracting viewings, some units already presold. Development has raised the bar for BR. People coming from London, Guildford etc with changing perceptions about where you can live if Work From Home. Hoping to be finished by end 2020; western end in the ground, structural starting soon. NL noted working on restaurant design to enable CV19 requirements – occupy all early 2021. Outside café style dining space an aspiration and NL is liaising with ADC. Looking also to link Esplanade and Old Town via potential zebra crossing. NL speaking to Evening Standard re press

coverage. Also talking to Victoria Hilditch of Love BR re collaborative use of Royal Hotel to advertise town generally. RD noted that Metamorph have turned this site round in just a couple of years.

ACTION: TOUR INVITE TO BE CIRCULATED TO ALL MEMBERS (RW).

- b. Saltbox – PH advised that following planning & funding stages the building contract was now signed, due to start on site next week: a 44 week build. About 4 months delayed – Phase 1 includes supermarket for Aldi, Greggs and Starbucks drive-thrus and Warburtons distribution centre. Groundworks start immediately, aiming to be out of ground by Christmas. Landlink's biggest project to date. Will liaise with RW to organise tour for Board members of site both before & after. RD noted Saltbox a key employment site in Local Plan and good to see it coming forward.

ACTION: RW TO LIAISE WITH LANDLINK TO ARRANGE TOUR.

8. PIPELINE INVESTMENT ACTIVITY

- a. Sir Richard Hotham Project – Background papers circulated to members prior to meeting. ADC likely to pursue own vision, no land deals with developers. NL noted his personal interest in SRHP and reported that his aim was to support the reframing of the project with a new team and fresh look; the project would present to Board again in due course. RD noted David Myers attended SRHP briefing held 7th July on BRRB behalf, meeting was to bring all stakeholders up to date, proposal remains as per planning consent, Steering Group briefed. RD noted that Board has previously supported, planning consent gained in 2018, expires July 2021. RD emphasised that the Board's position that the town needs to see these strategic sites come forward & all parties need to constructively engage including ADC as landowner and planning authority plus promoters of project. CV19 recovery offers opportunity to bring investment, regeneration and jobs – BR needs action. DW reported Regis Removals experiencing upturn in £800k-2m homes moving into area from London. DC noted all parties have shared objectives – need to form a shared view. RD commented that when he took up the Chairmanship in 2019 he said ADC needed time for new administration to assess situation and come forward with plans. Need to reach out to stakeholders to engage. RD advised that to draft a position statement BRRB members should be in agreement with suggested key principles, as follows: 1. Board has strongly supported previous planning application and the improvement prospects it brings to Bognor Regis. 2. BRRB notes new dynamics involved with promoter and looks forward an update on proposals as soon as possible to include the Board, the community & key stakeholders 3. Board strongly encourages key parties to engage with promoters to bring forward proposals. These principles received support with RD confirming these would form the basis for any prepared statement and that Steering Group approval would be sought for the same.

ACTION: RD/RW TO PREPARE DRAFT STATEMENT FOR STEERING GROUP APPROVAL.

- b. West Bersted – PH update advised BR Economic Quarter site bringing forward 2500 homes, employment centre, primary school. Church Commission owns two-thirds, Landlink one-third. First consultation with 300 adjoining residents starts tomorrow, PH will circulate weblink for consultation to Board members. Hoping to submit Masterplan and outline planning application at the end of 2020, to have planning secured end of 2021. Long buildout including myriad infrastructure requirements. Project timeline of 8-10 years to finish, circa 300 homes per year. RD briefed Board on Steering Group position which was to encourage promoters [Landlink] to come forward with masterplan to allow comprehensive consultation with community. Board will engage formally at the appropriate time in the public consultation exercise.

ACTION: CIRCULATE WEBLINK FOR CONSULTATION EXERCISE. [COMPLETED]

9. BOARD'S ADMINISTRATION RD confirmed the transfer of hosting from Chichester University to Rusa Consulting was now complete as an interim measure pending incorporation. Advised that all necessary declared interests and governance in place to safeguard funds – at least 2 Steering Group members have to sign off expenditure etc. HG noted he was impressed with transparency with all payment requests being circulated and approved. Written statement provided at each Steering Group as to financial position. RW employed by Rusa pending incorporation when contract will transfer. Appropriate legal advice taken and all employment matters were in hand. This was noted.

10. ANY OTHER BUSINESS

- a. BRRB Branding – logo, website, e-mail – RW advised although logo freshened up for 'Space To' campaign there is work to do on website, noting that the Board needs a strong, relevant identity and presence with appropriate & effective communications. This was included in Advisor's objectives for first half year.
- b. Incorporation – Board previously determined to incorporate to become a legal entity. Members agreed to defer until RW on board to deliver this process.
- c. RD issued polite reminder that 2020-21 membership fees due 1st August 2020.
- d. BL/WSCC - gave update on WSCC Economic Reset Plan, noting now approved & includes climate change policy indicating the environment & economy should be considered jointly.

ACTION: RD TO CIRCULATE COPY OF PLAN AS PROVIDED BY BL

- e. BR BID – Collaborative working well established in response to pandemic – BID looking to set up High Street Task Force with key stakeholders and will be sharing this with partners in due course.
- f. DC/University of Chichester – CV19 recovery plan, reopening to students in September face to face , a challenge with social distancing. Pleased to note 14% up on applications against 1.2% elsewhere in sector. Creative Digital faculty recruiting well into Tech Park.
- g. CG/ADC – Will be ready with collaborative Town Recovery Plan for High Streets Fund if funding window opens

11. Date of next meeting – Wednesday 14th October 2020 18.00 Venue TBC