



BOGNOR REGIS TOWN COUNCIL

TOWN CLERK: Glenna Frost, The Town Hall, Clarence Road
Bognor Regis, West Sussex PO21 1LD
Telephone: 01243 867744
E-mail - bognortc@bognorregis.gov.uk

Dear Sir/Madam,

ONLINE MEETING OF THE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE

I hereby give you Notice that an Online Meeting of the Community Engagement and Environment Committee of Bognor Regis Town Council will be held at **6.30pm on MONDAY 12th OCTOBER 2020** in accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020.

All Members of the Community Engagement and Environment Committee are **HEREBY SUMMONED** to attend for the purpose of considering and resolving upon the Business to be transacted, as set out hereunder.

The public will not be permitted to speak during the Meeting. However, an opportunity will be afforded to **Members of the Public** to have **Questions** put, or make **Statements** to, the Committee during an adjournment shortly after the meeting has commenced.

NB: All Questions and Statements MUST be submitted in writing (preferably by email) and MUST be received by the Town Clerk before 9am on Monday 12th October 2020.

Online access to the Meeting will be via ZOOM using the following Webinar ID: 859-3876-8846. The meeting will also be streamed live to the 'Bognor Regis Town Council' Facebook page.

DATED THIS 5th OCTOBER 2020

TOWN CLERK

THE AGENDA and BUSINESS to be TRANSACTED is:

1. Chairman's Announcement and Apologies for Absence
2. Declarations of Interest:
Members and Officers are invited to make any declarations of Disclosable Pecuniary and/or Ordinary 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 item or as soon as the Interest becomes apparent and if not previously included on their Register of Interests to notify the Monitoring Officer within 28 days.
Members and Officers should make their declaration by stating:

- a) the item they have the Interest in
 - b) whether it is a Disclosable Pecuniary or Ordinary Interest
 - c) the nature of the Interest
 - d) if it is an Ordinary Interest whether they intend to leave the room for the discussion and vote
 - e) if it is a Disclosable Pecuniary Interest, and therefore must leave the room for the discussion and vote, whether they will be exercising their right to speak on this matter under Public Question Time
3. To Approve the Minutes of the Online Meeting held on 22nd June 2020
 4. Adjournment for the Chairman to read public questions and statements submitted in accordance with the requirements noted above
 5. Clerk's Report
 6. To receive the Notes from the Online Climate Change Topic Team Meeting held on the 15th July 2020 including:
 - consideration of any recommendations from the Topic Team
 - update on responses to the questions raised during Public Questions and Statements to this Committee at the Meeting of the 22nd June 2020 that were subsequently referred to the Climate Change Topic Team
 7. Update on Youth Provision
 8. Online Community Open Forum held 12th August 2020 including:
 - to receive the Notes from the Meeting
 - consideration of the items referred to this Committee for further discussion
 9. Flexible Community Fund including:
 - to note and determine any applications received for the Flexible Community Fund
 - To note the decision ratified at Council on 10th August 2020 - Min. 251 refers regarding the application from My Sisters House as determined under the agreed delegated authority
 - to consider the utilisation of any remaining balance of the 2020/21 budget
 10. Ward Allocation Environmental Projects Budget including ratification of any spend and the utilisation of any remaining funds
 11. Further consideration on producing a leaflet with 20 Top Tips of things to do to help combat climate change - Min. 97.2.4 refers
 12. Consideration of a proposal from Cllr. Ms. Sharples regarding electric scooters and bike sharing within Bognor Regis

13. Proposals and required budgets for 2021/22 including: Flexible Community Fund, Youth Provision, Playdays, Ward Allocation, Surgeries and Open Forums, Climate Change Topic Team and the Bognor Regis in Bloom Working Group
14. Consideration of the appointment of a Member representative from Bognor Regis Town Council regarding initial proposals for a potential expansion of the Rampion Offshore Wind Farm, to be known as 'Rampion 2' and make Recommendation to Council
15. Correspondence

ALL MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND REMOTELY



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MINUTES OF THE ONLINE MEETING OF THE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE HELD ON MONDAY 22nd JUNE 2020

PRESENT ONLINE:

Cllr. W. Smith (Chairman); Cllrs. J. Barrett,
J. Brooks, Mrs. I. Erskine, Miss. C. Needs,
Ms. A. Sharples and Mrs. J. Warr

IN ATTENDANCE ONLINE:

Mrs. S. Hodgson (Projects Officer)
Mrs. J. Davis (Hosting the Meeting)
2 members of the public
2 Councillors: Cllr. Mrs. S. Daniells and S.
Goodheart

The Meeting opened at 6.30pm

89. CHAIRMAN'S ANNOUNCEMENT AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the Online Meeting being held in accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 and reminded Members that the Meeting was being recorded by Bognor Regis Town Council and may also be recorded or filmed by any member of the public.

The Chairman advised that in the event of any loss of internet coverage or power cuts, steps would be taken to recover the connection. However, if connection could not be re-established the meeting would stand adjourned at the point of loss of connection to be reconvened and continued at a publicised time in the future.

No apologies for absence had been received from Cllrs. Cunard or Jones.

90. DECLARATIONS OF INTEREST

The Chairman addressed each participating Member in alphabetical order to ask if they wished to confirm any declarations of Disclosable Pecuniary and/or Ordinary Interests that they may have in relation to items on this Agenda.

Members were informed that should they be required to temporarily leave the Meeting for any Interest, they would be contacted by telephone and invited to re-join the meeting at the appropriate time.

Members and Officers should make their declaration by stating:

- a) the item they have the Interest in
- b) whether it is a Disclosable Pecuniary or Ordinary Interest
- c) the nature of the Interest
- d) if it is an Ordinary Interest whether they intend to temporarily leave the meeting for the discussion and vote
- e) if it is a Disclosable Pecuniary Interest, and therefore must temporarily leave the meeting for the discussion and vote, whether they will be exercising their right to speak on this matter under Public Question

They then need to re-declare their Interest and the nature of the Interest at the commencement of the item or when the Interest becomes apparent. They should request that it be recorded in the Minutes that they will leave the meeting and will neither take part in discussion, nor vote on the item.

Members were reminded that it is their responsibility to notify the Monitoring Officer of all Disclosable Pecuniary Interests or Ordinary Interests notifiable under the Council's Code of Conduct, not already recorded on their Register of Interests Form, within 28 days.

The Chairman reminded Members to declare their Interests as any arise or again at the relative point in the meeting if they have already.

Cllr. Brooks declared an Ordinary Interest in Agenda item 11 as his company on occasion tenders to ROX

91. TO APPROVE THE MINUTES OF THE MEETING HELD ON 20th JANUARY 2020

Members were asked if there were any objections to the Minutes of the last Committee Meeting, held on the 20th January 2020. It was noted that the Minutes had been forwarded to the Chairman and once agreed and duly signed, would be returned to the Town Clerk.

There being no objections, the Committee **APPROVED** the Minutes of the Meeting held on 20th January 2020 as an accurate record of the proceedings and the Chairman duly signed them.

92. CONSIDERATION OF PROPOSAL TO HOLD AN ONLINE OPEN FORUM FOR MEMBERS OF THE PUBLIC IN PLACE OF THE USUAL EXTENDED 60-MINUTE PUBLIC QUESTIONS AND STATEMENT TIME

The Projects Officer's report was **NOTED**.

Members considered whether to hold an online forum for Members of the Public in place of the usual extended Public Question and Statements Time.

Members unanimously **AGREED** to hold an online open forum and Officers will make the necessary arrangements in liaison with Committee Members.

93. ADJOURNMENT FOR THE CHAIRMAN TO READ PUBLIC QUESTIONS AND STATEMENTS SUBMITTED IN ACCORDANCE WITH THE REQUIREMENTS

The Chairman adjourned the meeting at 6.41pm to read out correspondence received from members of the public

Q.1 What representation has been made to the District Council with regard to putting into place measures to tackle the climate emergency and biodiversity loss ?

Q.2 What has been said to the County Council regarding the allocation of funds for the street widening / cycle lanes initiative in Bognor?

Q.3 With regard to biodiversity loss, what has been done with regard to the spraying of verges with herbicides, and leaving verges and roundabouts to be left unmown for a certain period (see the National Trust No Mow May initiative)?

The Chairman advised that these questions will be referred to the Climate Change Topic Team for consideration.

The Chairman re-convened the meeting at 6.46pm

94. CLERK'S REPORT FROM PREVIOUS MINUTES

94.1 20th May 2019 - Update on Old Town Area - Min. 8.1 refers
There was no update.

94.2 20th January 2020 - Update on installation of signage from the Promenade to Town Centre by the BID - Min. 74.3 refers
At the last meeting, a Member asked for a request to be made to the BID to see if any additional signage for the "East End" shops could be erected.

The Projects Officer has spoken with the BID Co-ordinator who advised that as part of the BID proposals for 2020, the BID area has been split into zones and each zone will have a budget to spend on any improvements that the businesses there would like to see implemented which may well include signage.

94.3 20th January 2020 - Update on Councillor Training for the use of Defibrillators - Min. 74.6 refers
The Chairman, as an accredited First Aider, will give a presentation on this at a future meeting.

94.4 20th January 2020 - Update on consideration to erect notices discouraging the feeding of birds on the Promenade - Min. 74.7 refers

There is no further update at this stage however, Officers will continue to liaise.

94.5 20th January 2020 - Update on consideration of receiving a presentation from AccessAble - Min. 74.8 refers

As it is currently not possible to proceed with a presentation, this item will be deferred for further consideration at a later date.

94.6 20th January 2020 - Councillor Surgeries - Min. 78.3 refers

Members are asked to note that Councillor Drop-in Surgeries will be postponed while social distancing restrictions remain in force.

95. CONSIDERATION OF THE NOTES FROM THE PUBLIC QUESTION TIME AND STATEMENTS OF THE MEETING HELD ON THE 20th JANUARY 2020 - MIN. 73 REFERS

The Projects Officer's report was **NOTED** including the notes from Public Questions and Statements Time from the meeting 20th January 2020.

There were no requests by Members for any further items from the Public Question and Statements Time held at the meeting on the 20th January 2020 to be added to a future Agenda.

96. UPDATE ON THE ACTION POINTS FROM THE NOTES OF THE SEPTEMBER PUBLIC QUESTION TIME AND STATEMENTS REGARDING CAR IDLING - MIN. 74.4 REFERS

Members were disappointed by the response from the ADC Parking Services Manager and felt more should be done by ADC to help tackle car idling.

Members **NOTED** the response with the exception of Cllr. Mrs. I. Erskine who lost internet connection for this item and was therefore not part of the discussion.

97. TO RECEIVE THE NOTES FROM THE CLIMATE CHANGE TOPIC TEAM MEETINGS HELD ON THE 29th JANUARY 2020 AND THE 26th FEBRUARY 2020 INCLUDING: CONSIDERATION OF ANY RECOMMENDATIONS FROM THE TOPIC TEAM; TO RATIFY THE APPOINTMENT OF CLLR. MRS. J. WARR AS AN APPOINTED REPRESENTATIVE TO THE CLIMATE CHANGE TOPIC TEAM

The Projects Officer's report was **NOTED**.

97.1 To receive the notes from the Climate Change Topic Team Meetings held on the 29th January 2020 and the 26th February 2020

Members received and **NOTED** the notes from the meetings held in January and February.

97.2 Consideration of any recommendations from the Topic Team

97.2.1

To Agree the proposed Draft Terms of Reference:

Members unanimously **AGREED** to **RECOMMEND** to the Policy and Resources Committee the draft Terms of Reference as proposed for the Climate Change Topic Team.

97.2.2

To set up a separate Facebook group for the Climate Change Topic Team:

Members unanimously **NOTED** that this item had already been actioned by a member of the Climate Change Topic Team and therefore no further action was required.

97.2.3

To consider setting up an Award for Businesses who can demonstrate good practice with regard to recycling and green issues:

A Member felt that the urgency to continue tackling climate change was just as important now as ever and would not like to delay moving forward with any new ideas or projects that could have a positive effect and would be in favour of continuing with this project.

Other Members agreed but felt that the current demands on businesses whilst trying to re-open would make it difficult to get their support. It was therefore **AGREED** that this item will be deferred to a future Agenda.

97.2.4

To consider producing a leaflet with 20 Top Tips of things to do to help combat climate change:

In view of the current situation, which does not currently allow for leaflets to be distributed, Members were asked if they wished to defer this item to a future Agenda.

Following comments, Members voted unanimously to **DISAGREE** with the recommendation to defer and further **AGREED** for the item to be placed on the next Agenda for further discussion regarding production, identifying any associated budget and distribution.

Members were further asked to consider if they wished to promote, on the Town Council's social media platforms, a downloadable PDF version that a member of the Climate Change Topic Team had produced. This was unanimously **AGREED**.

97.2.5

To consider the installation of living roofs on bus shelters, including costs, installation, permissions, and ongoing maintenance:

In preparation for the meeting some initial research had been undertaken regarding permissions from ADC. The response from the ADC Property, Estates & Facilities Manager was that the bus shelters in the Town Centre were not of a suitable specification to enable this sort of project. Members **NOTED** the response.

97.2.6

To consider investigating the condition of the existing water fountains in the Town to establish if they are suitable for use and to further consider the installation of new fountains:

In view of the current situation regarding Covid-19 communal drinking places are considered a transmission risk. Therefore, the recommendation was to defer this item to a future Agenda.

Following comments Members **AGREED** that this item will be deferred to a future Agenda.

97.3 To Ratify the Appointment of Cllr. Mrs. J. Warr as an Appointed Representative to the Climate Change Topic Team:

Members **AGREED** unanimously to the appointment of Cllr. Mrs. J. Warr as an appointed representative to the Climate Change Topic Team.

97.4 Consideration to hold an online Climate Change Topic Team Meeting and whether to limit attendance to the current Topic Team members for at least the first meeting

Some of the members of the Climate Change Topic Team have requested that the group continue to meet via an online meeting. Members of this Committee are therefore asked to consider this request. Members are further asked to consider a recommendation for the first meeting to be limited to the current Topic Team Members to allow the opportunity to monitor how best to manage online open meetings going forward.

Following comments Members unanimously **AGREED** to hold an online meeting of the Climate Change Topic Team. Officers will now make the necessary arrangements.

Members further voted and **DISAGREED** to limit attendance to current Topic Team members. Therefore, the meeting will be open to all members of the public.

98. TO RECEIVE THE NOTES OF THE YOUTH PROVISION STEERING GROUP MEETING HELD ON THE 22nd JANUARY 2020 INCLUDING: UPDATE ON CREATE AND TO NOTE THE RE-ALLOCATION OF BRTC FUNDING FOR 2019/20; CONSIDER A REQUEST FROM 39 CLUB FOR A TOWN COUNCIL REPRESENTATIVE TO SIT ON THEIR COMMITTEE AND MAKE RECOMMENDATION TO COUNCIL

The Projects Officer's report was **NOTED**.

98.1 To receive the Notes from the Youth Provision Steering Group Meeting held on the 22nd January 2020:

Members received the Notes from the meeting held in January.

98.2 Update on CREATE and to Note the re-allocation of BRTC Funding for 2019/20:

Members **NOTED** the re-allocation of BRTC Funding for 2019/20 as per the Projects Officer's report.

98.3 To consider a request from 39 Club for a Town Council Representative to sit on their committee and make recommendation to Council:

Cllrs. Ms. A. Sharples and Cllr. Mrs. J. Warr both offered to represent the Town Council on the 39 Club Committee. However, as only one representative is required, Cllr. Mrs. Warr stepped aside in favour of Cllr. Ms. Sharples.

Members **AGREED** unanimously to make recommendation to Council to appoint a representative to the committee of the 39 Club.

Members further **AGREED** to **RECOMMEND** to Council for Cllr. Ms. Sharples to be considered as the Appointed Representative.

99. TO NOTE AND DETERMINE ANY APPLICATIONS RECEIVED FOR THE FLEXIBLE COMMUNITY FUND AND TO CONSIDER THE UTILISATION OF ANY REMAINING BALANCE OF THE 2019/20 BUDGET

The Projects Officer confirmed there were no changes to the report as circulated and no further applications had been received.

A Member suggested that when considering a budget for the production of a leaflet as referred to previously under Minute 97.2.4, Members may like to consider utilising the Flexible Community Fund.

99.1 Following comment, Members unanimously **AGREED** to **RATIFY** the grant to EcoSwap for £699, which was approved under the Delegated process following consultation with Members via Email.

99.2 Members further **NOTED** the breakdown of balances for the 2019/20 and 2020/21 Flexible Community Fund.

99.3 Members were asked to note that at the meeting of 23rd September 2019, (Min. 46.1 refers), Members **AGREED** to donate any residual funds at the end of the 2019/20 financial year to ROX.

Following comments, Members were asked to vote as to whether they would like to donate the remaining funds from the 2019/20 Flexible Community Fund of £490 to ROX or to carry the amount forward.

Members **AGREED** the remaining balance of £490 would be donated to ROX.

100. WARD ALLOCATION ENVIRONMENTAL PROJECTS BUDGET v INCLUDING RATIFICATION OF ANY SPEND

The Projects Officer confirmed there were no changes to the report as circulated.

A Member asked if the Playranger Event was not going to proceed due to the current restrictions, was it possible to investigate whether the event provider was able to provide an alternative type of entertainment, which adheres to the current guidelines, as it is a much needed resource for the residents of Pevensey Ward. The Projects Officer will undertake some research and report back and confirmed that the previously allocated funds would be available.

Members **NOTED** the breakdown of balances for the Ward Allocation budgets 2019/20 and 2020/21.

101. BOGNOR REGIS IN BLOOM WORKING GROUP - CONSIDERATION OF THE RESOLUTIONS, RECOMMENDATIONS AND REPORTS IN THE NOTES OF THE MEETING HELD ON 16th JANUARY 2020

It was proposed that when taking the vote to ratify the expenditure, that all four decisions be taken en bloc. The Chairman asked if there were any objections, that Members make this known during the debate.

A Member asked for it to be noted that he was happy to take the decision en bloc but would like to comment that he was disappointed to see more space was being taken up by planters at the station as detailed within the Bognor Regis in Bloom report.

Members unanimously **AGREED** to **RATIFY** the expenditure as detailed in the report.

102. CORRESPONDENCE

The Projects Officer confirmed there were no changes to the report as circulated and if Members required a copy of any of the listed items to email her.

The Meeting closed at 7.37pm

BOGNOR REGIS TOWN COUNCIL
ONLINE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
12th OCTOBER 2020

AGENDA ITEM 6 - TO RECEIVE THE NOTES FROM THE ONLINE CLIMATE CHANGE TOPIC TEAM MEETING HELD ON THE 15th JULY 2020 INCLUDING:

- CONSIDERATION OF ANY RECOMMENDATIONS FROM THE TOPIC TEAM
- UPDATE ON RESPONSES TO THE QUESTIONS RAISED DURING PUBLIC QUESTIONS AND STATEMENTS TO THIS COMMITTEE AT THE MEETING OF THE 22nd JUNE 2020 THAT WERE SUBSEQUENTLY REFERRED TO THE CLIMATE CHANGE TOPIC TEAM

REPORT BY THE PROJECTS OFFICER FOR INFORMATION & DECISION

Members are asked to receive the Notes from the Online Climate Change Topic Team Meeting held on the 15th July 2020 (**Appendix 1**).

Members are further invited to consider the following recommendations from the Climate Change Topic Team (CCTT) Meetings as follows:

For a request to be made to ADC that any new or replacement bus shelters should be specifically suitable for the installation of living roofs

The CCTT noted the response from ADC regarding the existing bus shelters not being suitable for the installation of living roofs but would seek assurances that any future bus shelters will be specific suitable.

DECISION

Do Members **AGREE** to make a request to ADC that any new or replacement bus shelters are specifically suitable for the installation of living roofs?

For a request to ADC to allow the LED screens located by bus shelters to display reminders to people about climate change issues

DECISION

Do Members **AGREE** to make a request to ADC that the LED screens located by bus shelters display reminders about climate change issues when the opportunity allows?

To ask ADC to address the matter of car idling with specific reference to an illegally parked ice-cream van that is idling in a residential area for up to 4 ½ hours at a time

DECISION

Do Members **AGREE** to make a request to ADC to investigate the specific incident of an illegally parked ice-cream van car idling for up to 4 ½ hours at a time in a residential area?

For a letter to be sent to WSCC requesting they keep the environmental perspective and to consider the planting of native species when they take back the management of the roundabouts

At the Town Council's Policy and Resources Committee Meeting on the 6th July 2020 Members agreed to an arrangement with WSCC to "continue maintaining the same, high standard of the roundabouts without changing Town Force practices (fortnightly grass cutting in the growing season, less frequent cuts for the rest of the year, grass collected and disposed of as green waste . They will look to use good pollinator plants wherever possible) with the Town Council funding any shortfall". This decision by the Policy and Resources Committee therefore negates the recommendation.

To write to WSCC Highways to find out more about the possible installation of cameras to tackle car idling and motorists driving in pedestrianised areas

DECISION

Do Members **AGREE** to make a request to WSCC to make enquires about the possible installation of cameras to tackle car idling and motorists driving in pedestrianised areas?

During the Public Questions and Statements Time at the last meeting of the Community Engagement and Environment Committee, three questions relating to climate change issues were submitted by members of the public. These questions were subsequently referred to the CCTT for consideration.

Members are asked to consider the responses from the CCTT as outlined in the appended Notes from that meeting and advise if they wish to discuss any matter further at the next meeting of this Committee that do not already form part of the above recommendations.

DECISION

Do Members wish to discuss further any item from the Notes of the CCTT that have not been included within the recommendations listed above?

**COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
ONLINE CLIMATE CHANGE TOPIC TEAM
MEETING 15th JULY 2020**

Attendees:

Gill Edom, Gemma Hawkins, Liz McCallum, Clive Mott and Rosemary Warren

Bognor Regis Town Councillors: (BRTC)

Cllrs: Samantha-Jayne Staniforth (Chairman), John Barratt, Jim Brooks and Alison Sharples

In Attendance:

Sheila Hodgson - BRTC, Projects Officer and Clerk for the Meeting

1. Chairman's Welcome and Introduction

The Chairman opened the Meeting at 2.04pm and welcomed those present.

2. To Approve the Notes from the Meeting 26th February 2020

Approved

3. Update from Committee Clerk including the recommendations from the Climate Change Topic Team which were considered by the Community Engagement and Environment Committee at their meeting held on the 22nd June 2020

The Committee Clerk gave a brief update on the decisions made by the Community Engagement and Environment Committee (CE&E) on the recommendations proposed by the Climate Change Topic Team (CCTT):

- The proposed Terms of Reference were agreed and have now been recommended to the Town Council's Policy and Resources Committee
- The recommendation to set up an Award for Businesses has been deferred to a future agenda item as Members of the CE&E felt that the current demands on businesses whilst trying to re-open post lockdown would make it difficult to get their support at the moment
- Members of CE&E agreed that the list of 20 Top Tips will be promoted by the Town Council on its various social media platforms
- Cllr. Mrs. J. Warr as an appointed representative to the Climate Change Topic Team
- Members of CE&E agreed that the CCTT could hold on-line meetings whilst social distancing measures remain in place and that the meetings should be open to all members of the public
- Members of CE&E agreed that the proposal to investigate the use of existing water fountains and the possible installation of new fountains be deferred to a later date due to the current situation regarding Covid-19 and the considered transmission risk

A member of the CCTT reported that there was already a budget to cover the costs for the production of the leaflet. The Committee Clerk confirmed that this information will be taken back to CE&E as part of their further consideration on the item.

In preparation for Members of CE&E to consider the proposal to install living roofs on bus shelters, some initial research had been undertaken regarding permissions from Arun District Council (ADC) who confirmed that the current bus shelters located in the Town Centre were not of suitable specification to enable this sort of project.

Members of the Climate Change Topic Team noted this response and asked that a request be made to ADC that any new or replacement bus shelters should be specific suitable. The Chairman said she would also look into this in her role at ADC of Cabinet Member for Neighbourhood Services.

A member of the CCTT reported that there were LED Screens installed by the bus shelters that could be used to display reminders to people about climate change issues. The CCTT asked that enquiries be made to ADC about utilising these screens.

The Chairman referred to a water refill station at Canary Wharf that could be something to look at in the future.

The CCTT then raised and discussed a number of other issues.

- Car idling and a particular problem of an ice cream van idling for 4 ½ hours on double yellow lines close to residences

A member of the CCTT reported that a local resident had written to ADC and also the local MP and she would keep the team updated with any responses. The CCTT also agreed to recommend to CE&E that they also take this matter up with ADC

- A member of the CCTT had produced a list of 20 questions and suggested it be sent to local Councils asking them to respond to these questions and to have the answers displayed on their websites, making it easier for people to see where progress was being made

The Committee Clerk will circulate the list to the CCTT, and this will be made an item for further discussion at a future meeting.

- The Bognor.today website has created a Climate Change section to include information and useful links relating to climate change topics. It will also include a members' area for the CCTT

Username and passwords for the site will be circulated by the provider to all members.

4. Consideration of questions submitted to the Community Engagement and Environment Committee at their online meeting held on the 22nd June 2020

During Public Questions and Statements Time at the last CE&E meeting, three questions relating to climate change issues were submitted by members of the public. These questions were subsequently referred to the CCTT for consideration.

Q.1 What representation has been made to the District Council with regard to putting into place measures to tackle the climate emergency and biodiversity loss?

Q.2 What has been said to the County Council regarding the allocation of funds for the street widening / cycle lanes initiative in Bognor?

Q.3 With regard to biodiversity loss, what has been done with regard to the spraying of verges with herbicides, and leaving verges and roundabouts to be left unmown for a certain period (see the National Trust No Mow May initiative)?

The Chairman suggested that the questions be considered one at a time in the order as per the agenda.

Q.1

A member of the CCTT, who is also an ADC Cllr, reported that ADC had appointed a Climate Change Officer and would make enquiries as to when the Officer would take up the post.

A member of the CCTT, who is also a Tree Warden, reported that there are many community tree planting projects and asked other members to look for suitable areas and small spaces where trees and hedgerow could be planted and increase biodiversity. National Tree Week is 28th November - 6th December 2020

It was suggested that as West Sussex County Council (WSSC) are looking to take back the management of local roundabouts they be encouraged to use these areas to plant native species and be urged to keep the environmental perspective in mind. The CCTT asked for a recommendation to be made to CE&E to write to WSSC on this subject.

Concerns were raised over the increasing number of people who are paving over front gardens for parking without obtaining planning permission or getting dropped pavements installed. There was also concerns regarding an increase in illegal parking outside the Tesco local stores.

Q.2

Members were concerned that not enough was being done to encourage people to continue cycling now that lockdown restrictions are easing. During the lockdown period cycling increased and there will only be a small window of time to keep these people interested. There were concerns raised over how some cyclists are using the shared space areas but there was also concern that there was a danger of cyclists being overwhelmed by

restrictions and signage and it was felt attention should be directed at motorists. Speeding cars and emissions create more harm to people and the environment with 40k early deaths being contributed to pollution. It was suggested that more cameras be installed to tackle problems such as car idling and motorists driving in pedestrianised areas (such as High Street at end of London Road) and a recommendation was made that WSCC Highways be contacted to find out more as to how this can be implemented.

The Committee Clerk was asked to recirculate a WSCC News Release relating to "Initial funding of up to £784,000 for emergency safe space cycling and walking measures."

Q3.

The Chairman felt this question had already been covered during various stages of the meeting.

5. Recommendations to the Community Engagement and Environment Committee

The CCTT agreed to make the following recommendations to the Community Engagement and Environment Committee:

- For a request to be made to ADC that any new or replacement bus shelters should be specific suitable for the installation of living roofs
- For a request to ADC to allow the LED screens located by bus shelters to display reminders to people about climate change issues
- To ask ADC to address the matter of car idling with specific reference to an illegally parked ice-cream van that is idling in a residential area for up to 4 ½ hours at a time
- For a letter to be sent to WSCC requesting they keep the environmental perspective and to consider the planting native species when they take back the management of the roundabouts
- To write to WSCC Highways to find out more about the possible installation of cameras to tackle car idling and motorists driving in pedestrianised areas

6. Items for Future Agenda

To discuss the format of future on-line meetings and if recordings of the meetings should be made public

- To consider the list of 20 questions for local councils produced by a member of the CCTT and how to proceed
- Discussion on civic planting and the additional planting provided by the BID
- Feedback on the Bognor.today Climate Change web page

7. Date of next Meeting

The date of the next meeting will be scheduled for September with the date to be confirmed.

The Meeting closed at 3.15pm

**BOGNOR REGIS TOWN COUNCIL
ONLINE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
12th OCTOBER 2020**

AGENDA ITEM 7 - UPDATE ON YOUTH PROVISION

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION

CREATE

Due to the COVID-19 Pandemic, staff have not been able to use the Phoenix Centre and deliver the provision that the young people are used to. This term consisted of virtual and socially distanced sessions including Zoom calls and meet ups with the young people following Government and National Youth Association guidelines.

A detailed term report has been provided by Sussex Clubs for Young People in relation to CREATE and is available to Members on request.

STREET ART PROJECT

As Members are aware a successful Street Art Project led by U-CAN Spray and Sussex Clubs for Young People was delivered by some of the young people of Bognor Regis in the London Road during August. The project was supported by Bognor Regis Town Council, the Bognor Regis BID and the 39 Club.

The feedback from businesses, the Police and visitors to the Town has been very positive and it is hoped that more workshops and sessions will develop as a result.

PARTNERSHIP ADVISORY BOARD (EARLY HELP)

The Early Help service remained active and continued to support families to keep children safe throughout lockdown, whilst adhering to the Government guidance. They are working to ensure they can respond to changing needs through this challenging time by continuing to review their offer through the stages of easing lockdown. The service is currently developing a recovery plan with guidance from West Sussex County Council corporate policy.

However, there is still a requirement to make the £1.95m savings and work is under way to finalise the plan to support this.

An online meeting of the Partnership Advisory Board (Early Help) is scheduled for the 8th October 2020.

AGENDA ITEM 8

BOGNOR REGIS TOWN COUNCIL ONLINE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE 12th OCTOBER 2020

AGENDA ITEM 8 - ONLINE COMMUNITY OPEN FORUM HELD 12th AUGUST 2020 INCLUDING:

- TO RECEIVE THE NOTES FROM THE MEETING
- CONSIDERATION OF THE ITEMS REFERRED TO THIS COMMITTEE FOR FURTHER DISCUSSION

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION & DECISION

Members are asked to receive the Notes from the Online Community Open Forum held on the 12th August 2020 (attached as **Appendix 1**).

As a result of the Forum Meeting a Member asked for street drinking to be placed on a future Agenda for further discussion and consideration. Members are therefore invited to advise how they wish to proceed with this item.

Another Online Community Open Forum will be scheduled as soon as possible.

DECISION

Members are invited to advise how they wish to proceed regarding the request for street drinking to be placed on a future Agenda?

Notes and Questions from the Community Engagement and Environment Committee Online Open Forum held Wednesday 12th August 2020

In attendance:

BRTC:

Cllrs: Smith (Chairman), Barret, Brooks, Mrs. Daniells, Goodheart & Ms. Sharples.

Projects Officer: Mrs. S. Hodgson

Members of Public:

J. Cosgrove, Ms. K. Davis, and C. Mott

Questions were also raised by members of the public via Facebook.

At the start of the meeting the Projects Officer advised that the meeting was informal and therefore no decisions could be made by Members. However, brief notes would be taken, and any attendee comments or questions would be passed to the Community Engagement and Environment Committee for consideration at their next meeting.

Comments from Attendees

J. Cosgrove:

Mr Cosgrove asked to speak on regeneration and in particular, the Sir Richard Hotham Project. In his view Arun District Council were pursuing piecemeal development and he would ask Town Councillors to make it clear that this is not acceptable for the Town and he is keen for this to be debated. Debate needs to be opened-up to make sure that people with a genuine project and genuine money are considered. He would ask Town Councillors to get behind this and support it.

Please get ADC to at least talk to Sir Richard Hotham and look at plans that have money and planning. Bognor Regis needs regeneration now not in 20 years' time.

Hope Councillors recognise the huge loss of services Young People have suffered in all areas of West Sussex. WSCC have let young people down not due to Covid-19 but austerity. He was shocked to learn that the Phoenix Club is only being used for one session a week. This centre was built specifically for young people and should not be given over to other groups.

Keen to get the fun bus operating on a number of sites.

Ms. Davis.

With regard to Climate Emergency, what has been done so far? People are getting frustrated, there is a lot of talking but not a lot of action. Would

the Town Council look at what has actually taken place so far. There is a group that is looking at soil improvement and land purchase. There are fields around Bognor Regis that could be purchased and made into food forests which would not only be a tourist attraction but could help address the climate problem and Covid-19 problems. Get the water and air clean and health is improved holistically. But what is actually being done in terms of Climate Emergency as an emergency?

Weeds: BognorCAN seems to be aimed at young people. She is keen to get young people growing pretty pavement weeds that are beneficial to bees and stops the use of sprays.

C. Mott.

With reference to the Big Wheel, he has previously enquired about a big wheel for Hotham Park. As the chairs clear the trees there would be a wonderful view of Bognor Regis.

Regeneration. Any regeneration needs to include a big indoor space, at least 2 floors with entertainment areas. There needs to be somewhere for people to go during inclement weather with a number of entertainments.

Re weeds. If the town looks untidy it alienates residents and visitors.

The white drinking fountain on the promenade has been leaking for months and months. It has recently been cleaned but leaks across the promenade.

The open forum is a good idea and should be kept going. It seems to work well using Facebook.

Facebook Questions:

Lauren Duran

Are there any plans to remove the eyesore toilets on the seafront that have never been used?

Paul Wells:

Are Councillors going to challenge the Big Wheel on Littlehampton?

Karen Etherington:

This is a great idea please keep these meetings regular.

Robin Parker:

Perhaps you could choose a topic and invite opinions for the next meeting.

Pete Rogers:

What are the biggest issues businesses in Bognor Regis are facing going forward through and into the future of Covid-19? Looking to working virtually in the area and would like to know what you feel could help.

Adel Wolsey:

I am concerned so many weeds are growing up through the pavements. We have to weed regularly. We pay Council Tax and Business rates.

Mary Hilder:

Regarding rubbish. I have complained a number of times as not all rubbish and refuse is being picked up.

Morgan Wood:

What's happening with all the leaning lampposts on the seafront as they are really rusty and look awful could we paint them another colour?

Ian Burgess:

Will anything be done about illegal street drinking outside the train station?

John Smythe:

Sort put the street drinkers that stop people from using the town.

A Member asked for street drinking to be placed on a future Agenda for consideration.

Hazel Denman

Realistically, when will we actually see some progress on some comprehensive plans for regeneration? Given that the Government are keen to spend money on infrastructure, why are the Council so reticent?

Karen Etherington:

With reference to making the town look attractive, Worthing have a scheme where local residents and businesses look after different flower beds. This could be linked with a competition. Does anything like this exist?

A Member asked for this item to be referred to the In Bloom Working Group.

Len Griffith:

Sick to death of cyclists in the main shopping precinct. Police signs in place but no physical warden in sight. Even shop security ignores them as they do wheelies.

Andrew Humersten:

What's happening with cycling through the precinct?

Alison Sheppey:

Steyne Gardens haven't been touched or maintained for months who would be responsible for maintaining.

BOGNOR REGIS TOWN COUNCIL
ONLINE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
12th OCTOBER 2020

AGENDA ITEM 9 - FLEXIBLE COMMUNITY FUND INCLUDING:

- TO NOTE AND DETERMINE ANY APPLICATIONS RECEIVED FOR THE FLEXIBLE COMMUNITY FUND
- TO NOTE THE DECISION RATIFIED AT COUNCIL ON 10th AUGUST 2020 - MIN. 251 REFERS REGARDING THE APPLICATION FROM MY SISTERS HOUSE AS DETERMINED UNDER THE AGREED DELEGATED AUTHORITY
- TO CONSIDER THE UTILISATION OF ANY REMAINING BALANCE OF THE 2020/21 BUDGET

REPORT BY THE PROJECTS OFFICER

**FOR INFORMATION
& DECISION**

At the time of publishing, no applications for the Flexible Community Fund had been received.

Members are asked to Note the Grant to My Sisters House for the amount of £350 which was approved under the Delegated process following consultation with Members via email and supported by Cllrs. Barrett, Brooks, Miss. Needs, Smith, Mrs. Erskine and Ms. Sharples and as ratified at the Council Meeting on the 10th August 2020.

DECISION

Members are invited to **NOTE** the Flexible Community Fund Grant to My Sisters House of £350.

Members are further invited to **NOTE** the breakdown of the remaining balances for the Flexible Community Fund Allocation for 2020/21 as appended to this report (**Appendix 1**).

DECISION

Members are invited to **NOTE** the remaining balances for the 2020/21 Flexible Community Fund.

CE&E C'tte Meeting 12th October 2020
Agenda Item 9 - Appendix 1

FLEXIBLE COMMUNITY FUND APRIL 2020 - MARCH 2021

Opening Balance	£490.00
Plus 2020/21 Allocation	<u>£5,000.00</u>
Total Available	<u>£5,490.00</u>
Less	
ROX	£490.00 (Residual Balance of 2019/20 Allocation donated to ROX Min.99.3 refers)
Ecoswap	£699.00
MSH	£350.00
Remaining Balance	£3,951.00

AGENDA ITEM 10

BOGNOR REGIS TOWN COUNCIL ONLINE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE 12th OCTOBER 2020

AGENDA ITEM 10 - WARD ALLOCATION ENVIRONMENTAL PROJECTS BUDGET INCLUDING RATIFICATION OF ANY SPEND AND THE UTILISATION OF ANY REMAINING FUNDS

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION & DECISION

Members are invited to note the breakdown of the balances for the Ward Allocation budgets for 2020/21 as appended to this report (**Appendix 1**).

Members are further invited to **RATIFY** the following expenditure:

Hotham Ward Donation to Street Art Project	£125.00
Supported by Cllr Smith	

Marine Ward Donation to Street Art Project	£250.00
Supported by Cllrs: Ms. Needs and Stanley	

Pevensay Ward Donation to Street Art Project	£250.00
Supported by Cllrs: Mrs Erskine and Erskine	

Orchard Ward Donation to Street Art Project	£250.00
Supported by Cllrs: Batley and Woodall	

Total amount	£875.00
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DECISION

Do Members **AGREE** to **RATIFY** the total Ward Allocation expenditure of £875.00 to the Street Art Project and to **NOTE** the breakdown of balances and detailed within the report?

WARD ALLOCATION 2020/21

FUNDS	HOTHAM		MARINE		ORCHARD		PEVENSEY		HATHERLEIGH	
Allowance 2020/21	£500.00		£500.00		£500.00		£375.00		£125.00	
Funds B/fwd from 2019/20	£85.00		NIL		£500.00		£375.00		£125.00	
Sub Total	£585.00		£500.00		£1,000.00		£750.00		£250.00	
Less	£125.00	Donation to Street Art Project	£250.00	Donation to Street Art Project	£250.00	Donation to Street Art Project	£250.00	Donation to Street Art Project		
Total left Available	£460.00		£250.00		£750.00		£500.00		£250.00	

£48.00 Earmarked from the old **Marine North Ward to purchase more beach litter posters.*

BOGNOR REGIS TOWN COUNCIL
ONLINE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
12th OCTOBER 2020

AGENDA ITEM 11 - FURTHER CONSIDERATION ON PRODUCING A
LEAFLET WITH 20 TOP TIPS OF THINGS TO DO TO HELP COMBAT
CLIMATE CHANGE - MIN. 97.2.4 REFERS

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION
& DECISION

BACKGROUND

Whilst reviewing the suggestions from their initial brainstorming session, the Climate Change Topic Team suggested that a number of the "quick fix"/immediate goals could be crafted into a 20 Top Tips list and a leaflet produced.

A PDF version of the leaflet has since been produced and is promoted on a number of social media sites including the Town Council's. At the last meeting Members rejected the recommendation to defer producing a hard copy of the leaflet and asked for it to be brought back to Committee for further discussion.

However, as outlined in the Notes of the Climate Change Topic Team from the Online Meeting on the 15th July 2020, a member of the CCTT reported that there was **already** a budget to cover the costs to produce the leaflet. Therefore, Members were only required to identify a budget for distribution costs.

Before proceeding any further Members may wish to refer to a recently received email:

"Through our connection & involvement with the BRTC Climate team, one of our team has designed & produced an information leaflet, which as you know has been supported by the Climate team.

A couple of issues have surfaced regarding going forward with the leaflet project

- 1. How to get it out to the public*
- 2. Printing*
- 3. Distribution*
- 4. Sponsorship - Volunteers - Partners*
- 5. BRTC funds*

Outcome of questions:

- 1. The ParkVision team have decided to use local web sites & social media, to promote this leaflet.*
- 2. **No printing**, until a clear direction on the Covid situation*
- 3. Not yet, same as above.*
- 4. Sponsorship - we have some from the private sector always looking for more & new partners.*
- 5. BRTC approach P&R for some money to pay for distribution of leaflets in the 5 wards."*

This would now indicate that should Members wish to continue to proceed, printing costs will also now need to be met. Although Members may also like to note some of the feedback on social media following the last meeting:

"This is great advice. I am however a bit concerned that you are going to spend a substantial amount of money in getting this advice printed as a leaflet and posted through all resident's doors.

- 1. The cost of this project is money that could be better used elsewhere.*
- 2. It's a lot of paper to use that goes against everything you are trying to promote.*
- 3. You should be teaming up with local businesses and ask them to promote on their pages, and store fronts.*
- 4. Use the local paper to advertise this rather than leaflet it.*
- 5. Please look at better ways of getting this important message out so that you can ensure our local money is spent more wise.*

May be useful to feedback to Committee Members when they next consider the item."

Members must also be mindful that due to the current restrictions, a lot of the usual distribution openings are still not encouraging the handing out of leaflets (schools included) due to COVID-19 transmission risks. Therefore, the only guaranteed way to ensure distribution on a large-scale would be door to door delivery. Costs for door to door delivery are dependent on zones and numbers and start at £40.00 per one thousand for high volume shared delivery.

Members are now invited to advise if they **AGREE** to defer this item to a later date when current restrictions are eased or if they still wish to produce a hard copy leaflet of the Top 20 Tips, **AGREE** to meet the additional printing costs as well as distribution costs for door to door delivery and make Recommendation to the Policy and Resources Committee to identify a suitable budget for associated costs*

**these costs will be available before being submitted to the Policy and Resources Committee.*

DECISIONS

Do Members **AGREE** to defer this item to a later date when current restrictions are eased?

Or

Do Members **AGREE** to continue to produce and distribute a hard copy of the Top 20 Tip leaflet produced by members of the Climate Change Topic Team including the costs for printing and distribution and make **RECOMMENDATION** to the Policy and Resources Committee to identify a suitable budget for associated costs?

AGENDA ITEM 12

BOGNOR REGIS TOWN COUNCIL ONLINE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE 12th OCTOBER 2020

AGENDA ITEM 12 - CONSIDERATION OF A PROPOSAL FROM CLLR. MS. SHARPLES REGARDING ELECTRIC SCOOTERS AND BIKE SHARING WITHIN BOGNOR REGIS

REPORT BY THE PROJECTS OFFICER

FOR INFORMATION
& DECISION

Councillor Ms. Sharples has been approached by ETHOS Scooters regarding the possibility of setting up a small-scale trial with a limited number of docked and speed limited scooters. A full copy of the letter is appended to this report (**APPENDIX 1**).

Cllr. Sharples has not been able to obtain any further information to date.

However, Members are asked to consider if they would like to defer this matter to a future Agenda should further details or information be forthcoming.

DECISION

Do Members **AGREE** to discuss this matter at a future meeting should more information be forthcoming?

**COPY OF LETTER TO ACCOMPANY REPORT FOR AGENDA ITEM 12 -
CONSIDERATION OF A PROPOSAL FROM CLLR. MS. SHARPLES
REGARDING ELECTRIC SCOOTERS AND BIKE SHARING WITHIN BOGNOR
REGIS**

Dear Ms Sharples,

I would like to ask your guidance in regards to Electric scooters and bike sharing in the Bognor area.

As you may know the UK Government brought the e-scooter sharing trials forward to this summer and it started this month. The main objective is to investigate new green alternative mobility solutions which helps with the UK de-carbonisation strategy and also contributes to shaping our future sustainable transportation.

I believe this is the first step towards legalising the e-scooters on UK public roads which should be regulated rather than banning them. Personally I believe our future is electrification, green sustainable technologies where electric bikes and scooters will be playing an important part. This is the reason I started up my electric mobility business this year.

However I will take a different approach to the big companies where we hear negative news about scooters scattering the whole city, pavements, parks and left around unsocially.

As we have family living down here I am familiar with the area, people and daily life around the town and the promenade.

I believe e-scooters and e-bikes are a really fun, easy and entertaining way to get around the promenade or the town. Perfect for those who would like to explore the surrounding area. It is suitable for young teenagers to senior people who might have challenges with walking or biking distances or families just riding along the coast line to have a fun day out.

It could contribute to local businesses as people could reach them in a more effective, easier fun way. Also it could contribute to Bognor and Felpham's reputation as a supporter and investor in a greener future and would provide additional entertainment for visitors in the area.

And it is all possible without disturbing others and being environmental friendly at the same time.

I would really like to understand Bognor and Felpham Councils opinion on the subject and if they would be interested in setting up a small scale trial with a limited number, docked and speed limited electric scooters.

As I mentioned earlier I would like to ask your guidance if you are aware of any similar discussions already taking place or the best way to approach the council on this subject.

Your reply and advice would be highly appreciated.

With Kind Regards,

ETHOS scooters

**BOGNOR REGIS TOWN COUNCIL
ONLINE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
12th OCTOBER 2020**

AGENDA ITEM 13 - PROPOSALS AND REQUIRED BUDGETS FOR 2021/22 INCLUDING: FLEXIBLE COMMUNITY FUND, YOUTH PROVISION, PLAYDAYS, WARD ALLOCATION, SURGERIES AND OPEN FORUMS, CLIMATE CHANGE TOPIC TEAM AND THE BOGNOR REGIS IN BLOOM WORKING GROUP

REPORT BY THE PROJECTS OFFICER

**FOR INFORMATION
& DECISION**

The proposed budget allocations for 2021/22 as reflected below have been set the same as last year. Members are asked to note that the Tax Base, which is the figure used to calculate the per household charge (Band D) for 2021 could be significantly reduced this year owing to the COVID Pandemic and impact on the Precept. Therefore, Members may wish to take this into consideration regarding any proposals for increases or additional funding before making recommendation to the Policy and Resources Committee.

Flexible Community Fund - Current Budget £5,000

Members are asked to **NOTE** that a budget for the financial year 2021/22 of £5,000 has been allocated as part of the recommendations to the Policy and Resources Committee.

Youth Provision - Current Budget £10,000 (for match funding opportunities)

Members are asked to **NOTE** that a budget for the financial year 2021/22 of £10,000 has been allocated as part of the recommendations to the Policy and Resources Committee.

Playdays - Current Budget £3,500

Members are asked to **NOTE** that a budget for the financial year 2021/22 of £3,500 has been allocated as part of the recommendations to the Policy and Resources Committee.

Ward Allocation - Current Budget £2,000 equating to £125 per Member

Individual Ward Breakdown:

Hotham Ward	£500.00
Marine Ward	£500.00
Orchard Ward	£500.00
Pevensey Ward	£375.00
Hatherleigh Ward	£125.00

Members are asked to **NOTE** that a budget for the financial year 2021/22 of £2,000 has been allocated as part of the recommendations to the Policy and Resources Committee.

Surgeries and Open Forums - Current Budget £1,000

Members are asked to **NOTE** that a budget for the financial year 2021/22 of £1,000 has been allocated as part of the recommendations to the Policy and Resources Committee.

Bognor Regis In Bloom - Current Budget £1,750 - (Competition Expenses £750 & Environmental Projects £1,000)

Members are asked to **NOTE** that a budget for the financial year 2021/22 of £1,750 has been allocated as part of the recommendations to the Policy and Resources Committee.

Decision:

Members are invited to **NOTE** the Budgets as detailed in the report and **AGREE** to **RECOMMEND** these to the Policy and Resources Committee.

COVID-19

Members will obviously be aware that the Playday Event and Surgeries is wholly dependent upon the Pandemic situation and any restrictions that may still be in place.

BOGNOR REGIS TOWN COUNCIL
ONLINE COMMUNITY ENGAGEMENT AND ENVIRONMENT COMMITTEE
12th OCTOBER 2020

AGENDA ITEM 14 - CONSIDERATION OF THE APPOINTMENT OF A MEMBER REPRESENTATIVE FROM BOGNOR REGIS TOWN COUNCIL REGARDING INITIAL PROPOSALS FOR A POTENTIAL EXPANSION OF THE RAMPION OFFSHORE WIND FARM, TO BE KNOWN AS 'RAMPION 2' AND MAKE RECOMMENDATION TO COUNCIL

REPORT BY THE PROJECTS OFFICER FOR INFORMATION & DECISION

The following correspondence has been received from Rampion regarding a potential expansion of the Offshore Wind Farm.

Dear Community Representative,

As you may be aware, we are currently developing initial proposals for a potential expansion of the Rampion Offshore Wind Farm, to be known as 'Rampion 2'. We are contacting you because you represent your local community.

So far, Rampion 2 has identified a broad 'Area of Search' within which we've been carrying out feasibility surveys and an environmental scoping exercise, to help better understand the site conditions and constraints. We now wish to engage with stakeholders and communities across Sussex, to seek their feedback and help shape our draft proposals before they are taken through a rigorous, formal consultation process in 2021.

As was the case with the original Rampion project, we are keen to engage widely with stakeholder organisations, ensuring that the full breadth of community interests are represented and considered in the development process. Hence, we are introducing a series of Project Liaison Groups to act as a conduit between the Rampion Team and a range of interests groups. This worked particularly well during the development process for the original Rampion project.

We are proposing five Project Liaison Groups (PLGs) to cover the following community interests:

- . Environmental*
- . Business & Tourism*
- . Sea Users*
- . Public Rights of Way Users*
- . Community Organisations*

We plan to hold PLG meetings (virtually for the time being) at key milestones along the development process. The first will be held in October to discuss and agree the PLG Terms of Reference and for the Rampion Team to communicate our initial proposals, key issues and constraints and our indicative project timetable.

In turn, we would be seeking input from the PLG members to share our project information with your peers in the organisation and area of interest you represent, and to feedback local knowledge, issues and concerns to the Rampion Team so we can take these into account as we seek to refine our proposals.

*I would be grateful if you could let me know if you are able to participate in the **Community PLG** meetings to represent your area of interest. Initially, we anticipate there being three meetings in the first 12 months, with the frequency of meetings being reviewed thereafter. If you think there is an alternative colleague who should represent your organisation (max. one per organisation), please let us know and feel free to copy this letter to them.*

The Rampion Team very much look forward to working with you during the development

Members are invited to advise if they wish to nominate a representative from this Committee to take part in meetings and consultations on behalf of the Town Council.

Members are asked to note that an appointed representative cannot make any decisions on behalf of the Town Council and will be expected to report back to other Members via this Committee.

DECISION

Do Members wish to appoint a Representative on behalf of the Bognor Regis Town Council to participate in the Community PLG meetings and if agreed recommend the appointment to Council?

**ONLINE COMMUNITY ENGAGEMENT AND ENVIRONMENT
COMMITTEE – 12th OCTOBER 2020**

GENERAL CORRESPONDENCE

1. Email: member of the public re sea safety, Jet Ski use and parking concerns
2. Email: member of public re bicycles on the Promenade
3. Email: member of the public re litter bins
4. Email: member of the public re toilets