

Appendix 2

Climate Emergency Action Plan 2026-30 – Public Consultation proposed costs

OPTION 1: £10,000 limit

Priority actions	Audience	Price per unit	Costs
1. Initiatives magazine <ul style="list-style-type: none"> • Dispatch date 4 November. Content deadline 3 September. • Front cover plus 4 pages, to include 2 page for information and 2 page for survey questions (to pull out and return) 	All residents Organisations of all types in district	No cost	£0
2. Events materials for a stand <ul style="list-style-type: none"> • Pull up banners x 2 • Display materials (printing costs) 	All residents	a. Pull up £99 ea. X2 = £200 b. Materials print costs = £200 approx.	£400
3. Events <ol style="list-style-type: none"> a. Host online events b. Host in-person events x 2 in Chichester, Midhurst (inc. venue hire and refreshments) c. Attending external events, to include stands at: <ul style="list-style-type: none"> • Farmers Markets (Chichester (free), Midhurst, Petworth) • Libraries (Chichester, Midhurst, Petworth, Selsey, Southbourne, Witterings) • Everyone Active (Westgate, The Grange, Bourne) • Other events & talks (residents associations, local groups etc.) 	All residents Organisations of all types in district	a. Staff time b. £1,000 c. £500 to cover multiple events (some venues may be free)	£2,500
4. Print advertising <ol style="list-style-type: none"> a. Design work b. Postcards to hand out at events (with link to survey) c. Digital design (displayed in CDC reception & partner organisations) d. Newspapers (Observer series) e. Posters (1 x A1 for EPH reception; 1 x A3 for Little London toilets; 50 x A4 for Westgate leisure Centre plus other venues) f. Communications team to email advert and editorial to Parish Councils, Chamber of Commerce newsletter and eBiz (free) 	All residents Organisations of all types in district	a. Design = £2,000 b. Postcards = £200 approx. c. Digital design = £500-1,200 d. Newspapers £625 per half page x 2 = £1,250 e. Posters (A1 = £17; A3 = £10; A4 = £5) = £32 f. £0	£4,682
5. Radio advertising (x one station only) <ol style="list-style-type: none"> a. V2 radio advert (6wks – 6 plays per day) 		a. V2 = £1,500	£1,500
6. Prize draw	Residents	To value of £500 Approx.	£500

Prize for submitting consultation survey. Prize linked to climate change. <i>Possible options include: Non E-Bike: £500; E-Bike £500 (towards cost of); Weekly local veg box for 6 months £500; Everyone Active annual membership £350; Stagecoach Gold MegaRider (1 month £96; 13 Week £336)</i>			
TOTAL			£ 9,582

OPTION 2: £15,000 limit

All the above actions, plus:

Priority actions	Audience	Price per unit	Costs
7. Host in-person public events <ul style="list-style-type: none"> 2 further x In-depth public meetings/workshops (inc. venue hire and refreshments), held in Petworth, Selsey. 		£1,000 each	£2,000
8. Radio advertising (extra station) a. Heart radio		a. Heart = £2,500	£2,500
9. Schools and colleges a. Primary: Postcard in Book Bags: message to parents on one side; Activity for kids on other; to send back to CDC b. Secondary: Talk to Communities team for ideas c. Colleges: Talk to Communications teams for opportunities		a. Primary: £180 for 10,000 postcards - sent 5,500 for school bags. Prize for returning activity £50 = £230 b. Secondary: Staff time/ Activity = £100 c. Colleges: Staff time/ Activity = £100	£430
TOTAL for extra actions			£ 4,930
TOTAL (Basic £9,582 + extra actions £4,930)			£14,512