

Public Document Pack

JOHN WARD

Director of Corporate Services

Contact: Democratic Services

Email: democraticservices@chichester.gov.uk

East Pallant House

1 East Pallant

Chichester

West Sussex

PO19 1TY

Tel: 01243 785166

www.chichester.gov.uk



A meeting of the **Cabinet** will be held in Virtual on **Tuesday 5 January 2021** at **9.30 am**

MEMBERS: Mrs E Lintill (Chairman), Mrs S Taylor (Vice-Chairman), Mr R Briscoe, Mr A Dignum, Mrs P Plant, Mr A Sutton and Mr P Wilding

SUPPLEMENT TO AGENDA

5 **Climate Emergency Detailed Action Plan** (Pages 1 - 37)

The Cabinet is requested to consider the report and its appendices and make the following recommendations to Council:

- a) The Climate Emergency Detailed Action Plan (Appendix 1) is approved.
- b) The recommended Council responses to the consultation comments received as set out in Appendix 2 are approved for publication.

This page is intentionally left blank

Chichester District Council

Cabinet

5 January 2021

Climate Emergency Detailed Action Plan

1. Contacts

Report Author:

Andrea Smith - Climate Change Officer

Tel: 01243 521175 Email: asmith@chichester.gov.uk

Cabinet Member:

Penny Plant – Cabinet Member for the Environment and Chichester Contract Services

Tel: 01243 575031 Email: pplant@chichester.gov.uk

2. Recommendations

2.1 That Cabinet recommends to Council that:

(a) The Climate Emergency Detailed Action Plan (Appendix 1) is approved.

(b) The recommended Council responses to the consultation comments received as set out in Appendix 2 are approved for publication.

3. Background

3.1 An Initial Climate Emergency Action Plan was approved by the Council in January 2020. This included the appointment of a Climate Change Officer whose role would be to develop the plan into a detailed document. This appointment took place in May 2020. Subsequently a draft Climate Emergency Detailed Action Plan was approved by Cabinet for public consultation from 25 September 2020 to 6 November 2020.

3.2 The action plan sets out a series of steps intended to reduce carbon emissions in response to the Council's declaration of a climate emergency. These actions are designed to achieve two key targets; the first relates to the District Council's operations and the second to the district as a whole. Fundamental to achieving the area-wide target is a plan for engaging with the public, individuals and organisations on delivering greenhouse gas emission reductions across the District.

3.3 A survey was used to gather the public's views specifically on the Council's mitigation actions and the engagement approach although there was opportunity to comment on any aspect of the plan. Two hundred people responded to the consultation including 18 representatives of groups. Of these, 177 or 90% of

respondents said they were extremely or very concerned about climate change. A Consultation Analysis Report forms Appendix 2. The draft Climate Emergency Detailed Action Plan has been revised in light of these responses and forms Appendix 1. The Environment Panel also considered the consultation responses and made further revisions at their meeting on 4 December 2020.

- 3.4 The plan as consulted upon contained three proposed public engagement processes: working groups, the Citizen's Jury, and the public behaviour change campaign with an emphasis on interactivity. The public were asked specifically to comment on the first two aspects.
- 3.5 The working groups approach had an overwhelming high approval rating (86% or 165 responses). It is envisaged that these groups would comprise organisations of different types that work together to progress projects on a particular theme or in a geographical area. Respondents commented on the effectiveness of community groups and partnership working. They also commented that this approach would encourage greater participation and ownership of the climate change issue and that it would draw in ideas and expertise. However, the comment was made that the relationship between these groups and the Council needs to be clarified and this will be developed further.
- 3.6 The Citizens' Jury approach was also well-received (63% or 123 responses), but reservations were expressed about whether the jury would be dominated by environmentalists. This would not be the case as it is intended that jury members would be selected on the basis of ensuring they represent the demographic make-up of the district's population. Concern was particularly expressed about the number of people who will be involved and that the "12 or so" people given in the draft plan would not be enough.
- 3.7 Officers envisage that an outside organisation with experience of running these type of events will be engaged to select the participants, advise on the number necessary to represent the demographic profile of the district, and organise the event. To address concerns, it is proposed that the council explicitly commits to being guided by the outside organisation regarding the number of people that should be involved and switches to using the term "Citizens' Assembly" from "Citizens' Jury" to lose the association with the number 12.
- 3.8 Regarding the public behaviour change campaign, this will be informed by the responses to when the public were asked "How do you think we should engage with people about climate change and let them know about ways in which they can play their part?" The three most popular choices were given as: through the council's magazine 'initiatives' (142), through the media (141), and via Facebook (132). However, these will only form part of the package of methods used to engage with the public. The Climate Change Officer is investigating software that can be used to estimate an individual's carbon footprint and suggest ways to reduce it, which may appeal particularly to younger generations.
- 3.9 When asked what people thought of the council's plan to reduce its own emissions, most respondents (98) broadly supported the plan, while 27 supported some actions but not all, and six said that they did not support the

plan. Eighty-one respondents felt that the Council should do more while one person said the Council should do less.

3.10 There was space for respondents to make any other comments they wished on the overall plan with 162 choosing to do so. These comments have been categorised into topics in Appendix 2 - Consultation Analysis Report (see section 5.6 Tables 11-22). After each section, there is a response from council officers, setting out what the authority is doing that addresses the comments. However, it is clear from the consultation that many respondents want the council to do more. To drive further action, it is recommended to establish a Climate Emergency Officer Group, headed by a director. This group will co-ordinate and drive council actions in support of the emissions reduction target for the council's operations and the area-wide target. This corporate group will therefore complement the leadership and monitoring role that will be played by the Environment Panel which will receive quarterly reports on progress on the plan and by the full Council which will receive annual reports.

3.11 Further revisions are: a) to update the timeframes for actions and make them more specific; b) to assign responsibility for actions to named officers; c) to remove the proposal to set up a dedicated transport working group, although the Council will work with partners to progress low-carbon transport initiatives within the district.

4. Outcomes to be Achieved

4.1 That a plan is agreed with realistic and deliverable actions that can be implemented to address the Council's declaration of a Climate Emergency and that takes into account the results of the consultation.

5. Proposal

5.1 To agree the Climate Emergency Detailed Action Plan.

5.2 To approve the new format and presentation of the action plan which has been developed so that it is better suited to publication. To aid its use and understanding, the actions contained in Section A of the Consultation version have been replaced with sections that cover different topics such as transport, waste and recycling, planning and development.

5.3 To publish the Climate Emergency Detailed Action Plan on the Council's website.

6. Resource and Legal Implications

6.1 The action plan does not have any legal implications in itself, but individual actions within it will do and these will be addressed as they move through the Council policy and project approval processes.

6.2 Regarding resource implications, the most significant resource change to the initial action plan concerns the substitution of a Citizens' Assembly for the Climate Commission that was approved in the Initial Plan. Officers envisage

commissioning specialist help from organisations experienced in running Citizens' Assemblies. The net difference in cost between the two approaches has not as yet been estimated but is unlikely to be significant.

6.3 The Climate Emergency Officer Group will have resource implications in terms of staff time. This is balanced by the fact that implementing and monitoring any such corporate-wide action plan will require resources from several teams and senior managers and a corporate group has been found to be an effective way of managing this for other cross-cutting areas of work.

7. Community Impact and Corporate Risks

7.1 The action plan should have a positive community impact and no additional corporate risks have been identified.

8. Other Implications

Are there any implications for the following?		
	Yes	No
Crime and Disorder		X
Climate Change and Biodiversity The action plan is designed to address climate change & some of the actions within it have intended benefits for biodiversity.	X	
Human Rights and Equality Impact		X
Safeguarding and Early Help		X
General Data Protection Regulations (GDPR)		X
Health and Wellbeing Fuel poverty is addressed by action 9.1 of the plan.	X	

9. Appendices

- 9.1 Appendix 1 - Draft Climate Emergency Detailed Action Plan
- 9.2 Appendix 2 - Consultation Analysis Report (*available electronically only*)
- 9.3 Appendix 3 - Collated Consultation Responses (*available electronically only*)

Climate Emergency Detailed Action Plan

4 December 2020

Climate Emergency Detailed Action Plan.....	1
Preface	2
Summary	3
1. The plan in detail.....	4
1.1 The targets	4
1.2 Chichester District Council’s target.....	4
1.3 Area-wide target	5
2. Processes.....	7
2.1 Chichester District Council processes	7
2.2 Area-wide processes	9
2.3 Working groups.....	10
2.4 Behaviour change campaign & dialogue	12
2.5 Citizens’ Assembly.....	13
2.6 Funding	14
3. Actions.....	16
3.1 CDC operations, buildings and land	16
3.2 Economy and jobs	17
3.3 Homes	20
3.4 Development and planning.....	21
3.5 Waste and recycling	23
3.6 Transport.....	24
3.7 Nature-based solutions.....	25
3.8 Renewable energy generation	27
Glossary.....	29

Preface

By Councillor Penny Plant, Cabinet Member for the Environment and Contract Services, Chair of Chichester District Council's Environment Panel

Dear reader,

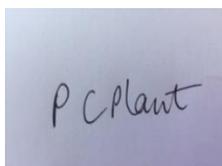
Climate change is an issue that touches every aspect of our lives: the homes that we live in, how we get from A to B, how we shop, how we spend our leisure time. There is no area of our lives that does not have an impact on carbon emissions, for better or worse. That is why every person, every business, every community group, every public service, every organisation in the District has a part to play in tackling climate change. It is something that impacts us all.

Therefore, a key part of this action plan is how to involve people in the District in cutting carbon emissions so that we meet the target that we have set for the District. We want to support partnerships and working groups comprised of organisations that have ideas for cutting carbon that can be progressed quickly. This route will draw on the local knowledge and diverse expertise in the District. We will have a Citizens' Assembly made up of ordinary members of the public independently selected to reflect the mix of characteristics of people in the District. They will hear evidence from experts and recommend ways forward for the Council to consider. We will have a public information campaign that will include feedback to the Council. Through these routes, we hope many people will become involved.

The Council conducted a public consultation on its Climate Emergency Detailed Action Plan from September to November 2020. Two hundred people – individuals and representatives of organisations – responded to our online survey with the vast majority expressing extreme concern about climate change. There was also strong general support for the plan, but it was clear that the majority wanted the Council to do more. In response, we are setting up an officer working group to co-ordinate and drive the Council's actions in support of achieving the targets for both the Council itself and the wider District. This will complement the role of the Council's Environment Panel that sets the direction of the plan and monitors its implementation by our officers.

I believe that we have the tools and processes that we need to make substantial cuts in carbon emissions in the District. I hope you will join me in playing our part to meet this challenge.

Yours sincerely,

A rectangular box containing a handwritten signature in cursive script that reads "P C Plant".

Summary

In July 2019 in response to the mass of scientific evidence about climate change and its impacts, Chichester District Council declared a climate emergency. This committed the Council to act to reduce its greenhouse gas emissions and led to an initial action plan that was approved by the Council in January 2020. That initial plan has developed into the plan outlined in this document.

It is intended to be an evolving document as there is a need to balance completeness against the urgency of action that the climate emergency requires. Therefore, it will constantly be under review as new opportunities for action are found. Furthermore, it does not cover how we will adapt to climate change's impacts; sea level rise, extreme weather events, heat waves, etc. It is a climate change mitigation plan aimed at reducing the emissions of carbon dioxide and other greenhouse gases (GHG).

The plan has two targets: one for Chichester District Council's operations and another for the whole District, covering all GHG emissions within it. Both the targets are a 10% reduction year-on-year from 2019 until 2025. If we meet these targets, we will have almost halved emissions.

Actions that are planned or underway to meet these targets:

- Diverse routes for engaging with individuals and organisations in the District (supporting working groups to implement projects, a Citizens' Assembly, a public campaign).
- Formation of a council officer group to drive and co-ordinate actions to complement leadership and progress monitoring by the councillors.
- Within the Local Plan Review,
 - Setting the highest possible standards for energy efficiency, on-site use of renewable energy, and water efficiency that are achievable without impacting on the commercial viability of development and ensuring appropriate infrastructure, including affordable housing, is secured.
 - Reducing the need to travel to access shops, employment and facilities.
 - Locating development where the long term risk of flooding is very low. This goes further than just the existing flood zones 2 and 3 and looks ahead to the predicted situation up to 2115.
- A major project to plant tens of thousands of trees across the District.
- Schemes to decarbonise existing homes through energy efficiency and on-site renewable energy generation, including grant-funded improvements.
- A new Local Cycling and Walking Infrastructure Plan.
- Actions to decarbonise the council's buildings and to transition to electric vehicles.

1. The plan in detail

The plan is split into three parts:

1. Targets – these sections give a technical overview of the targets.
2. Processes – this covers procedures for reaching the targets. How CDC is embedding climate change in its decision-making. How people and organisations will become involved in meeting the District-wide target.
3. Actions – Specific steps for reducing GHG emissions.

There is also a Glossary at the end of this document to explain technical terms and two separate documents: Supporting Technical Information and Frequently Asked Questions (FAQs).

1.1 The targets

The plan has two targets: one for Chichester District Council (CDC) and another for the whole district, covering all activities that cause greenhouse gas (GHG) emissions within it.

1.2 Chichester District Council's target

CDC's GHG emissions have been estimated for 2018-2019, the first inventory of emissions since 2013. Based on that, the Council set a target of 10% year-on-year reductions until 2025 with a base year of 2018-2019. This base year covers the date when the Council passed its climate emergency resolution. The target covers certain categories of emissions known by the technical term "scopes". The target covers scope 1 emissions (e.g. emissions from fuel use in Council-operated assets) and scope 2 emissions (e.g. emissions from electricity consumed in Council-operated assets) and some Scope 3 emission categories.

Scope 3 is a broad category of emissions that covers emissions associated with the Council's supply chain (e.g. goods and services that it has purchased), leased assets, and emissions associated with Council's activities (e.g. emissions from the processing of waste and recyclable materials collected through its trade waste collection service). In general Scope 3 reporting requires more comprehensive and sophisticated data collection and can require information to be supplied by third parties which they may not do. It is proposed to begin developing Scope 3 reporting in 2022. However, emissions from some Scope 3 categories can be estimated now and these are included in the target. These categories are business travel in employees' vehicles and the emissions associated with the production and distribution of fuels to the point of use (known as Well-To-Tank emissions) and emissions associated with the transmission and distribution of electricity.

A 10% year-on-year reduction would require the reductions set out in Table 1, although it is anticipated that reductions would not be linear as shown in the table, but would be unevenly spread across years as GHG emission reduction actions of

different magnitudes were implemented. Over this period GHG emissions will be almost halved (a 47% reduction).

Table 1: CDC GHG emissions reduction target

Year end	GHG emissions in tCO ₂ e
2019	2,144
2020	1,930
2021	1,737
2022	1,563
2023	1,407
2024	1,266
2025	1,139

You can read details about CDC's emissions in the Supporting Technical Information.

1.3 Area-wide target

As with the Council target, the area-wide target is a 10% reduction year on year until 2025 with year-end 2019 as the start point. A central government-funded tool called SCATTER has been used to estimate the area's emissions.

The latest data available in SCATTER is from 2016 and 2017 and has been used as a proxy for 2019 data as this will not be available until 2021. A 10% year-on-year reduction would take the area's emissions to 342,739 tCO₂e in 2025, a 47% reduction, as shown below.

Table 2: 10% year-on-year reduction in area-wide target emissions

Year	Emissions tCO ₂ e
2019	644,924
2020	580,431
2021	522,388
2022	470,149
2023	423,134
2024	380,821
2025	342,739

SCATTER has been created to enable local authorities to see the effect of different actions on their area's emissions. Regarding our area's emissions, many of the actions modelled in SCATTER had to be selected at the highest level of ambition to get close to the 2025 target. Those actions that were not selected at the maximum level are generally not relevant for our area e.g. changes in international aviation and

shipping practices. The selection would take emissions to 377,520 tCO₂e in 2025, which does exceed the 342,739 tCO₂e given above by 9%. This means that further ramping up of action will be required. Therefore, there does not appear to be a lot of leeway in the type of actions to be undertaken if the target is to be met i.e. there is limited opportunity to trade off a higher level of action in one area against lower level in another as effort needs to be maximised in nearly every area to achieve the target.

A full list of the actions selected in SCATTER to reach the 2025 target is given in Table 5 in the Supporting Technical Information. Readers will note that many of the actions have dates in them that are after 2025. This is because SCATTER was designed to map pathways to the Government's target of net zero at 2050. What CDC has done in using SCATTER is select actions that would take us towards our 2025 target. They would also take us close to net zero in 2050. Four of the easiest to visualise actions are given below to provide a sense of scale.

- 24% increase in forest cover by 2030.
- Tree-planting (individual or small groups of trees) to increase current coverage by 30% by 2030; from 2030-2050 a further increase of 20%.
- By 2050, 10% of existing homes are retrofitted in terms of heating and hot water demand to a medium level and 80% to a deep retrofit level.
- Average modal share of cars, vans and motorbikes decreases from current national average of 74% of total miles to 38% in 2050.

Please note that these actions are not in our plan. They have been included to illustrate the scale of action required district-wide to come close to achieving net zero by 2050 and achieving the interim target. They are examples of the challenges ahead. This action plan shows our initial contribution to meeting these challenges.

Furthermore, as mentioned above, SCATTER cannot fully take into account local circumstances so there may be opportunities/barriers to action that it does not capture.

2. Processes

2.1 Chichester District Council processes

The Council's Environment Panel will receive and review a report from council officers every three months on the progress of the action plan. The report will cover progress towards meeting the Council's target for reducing greenhouse gas emissions from its own operations and towards meeting the area-wide emission reduction target, any new funding opportunities for evaluation and any changes to national policy context that will affect delivery. An annual report will be presented to the full Council meeting for review. The schedule for this will be determined by the date at which the Council adopted the Climate Emergency Detailed Action Plan which was expected to be January 2021.

A Climate Emergency Officer Group will co-ordinate and drive greenhouse gas mitigation actions across the Council in support of the Council's own target and the area-wide target. The officer group will be chaired by a director, the most senior level of officer after the chief executive of the Council. It will complement the leadership and monitoring role of the Environment Panel and full Council.

CDC is putting in place systems for identifying CDC decisions with impacts on carbon emissions, air quality and biodiversity and ensuring that negative impacts are avoided or mitigated.

It will or has taken the following steps:

- Training for decision-makers across the Council, including councillors, to assist them in developing projects and policies that support the Council's climate emergency goal. This will be modelled on the training conducted within the Council to support equality of opportunity. The resources of the Carbon Literacy Trust will be researched to see if they can be used for training.
- A summary of funding opportunities in relation to climate change has been collated and circulated to encourage decision-makers to incorporate environmental enhancements in their projects and policies. This will be developed to include information on payback periods of energy efficiency actions so that decision-makers have the latest information readily available. The document will also be kept up-to-date.
- A guide has been produced to enable officers to fully consider climate change at the outset of project/policy development in order to maximise opportunities to reduce carbon emissions.
- CDC is reviewing its procurement practices so that environmental criteria are integrated.
- A review of statutory and non-statutory plans and policies for alignment with carbon reduction pathways and biodiversity restoration plans. Make any recommendations for changes and report back to the Environment Panel and Cabinet.

In the public consultation on the Climate Emergency Detailed Action Plan, some people called for the council to lobby for policies, funding and other measures to enable District-level carbon reduction targets to be met. CDC does already lobby for particular steps to be taken by other public sector bodies. For example, the Council leader wrote in support of the Energy Savings Trust’s initiative “‘If not now, then when?’ Make warm homes by 2030 an engine for a green recovery.” It also responds to national and regional consultations. It is clear that achievement of the council and the area-wide targets will require funding and supporting policies from central Government and CDC will press for these.

CDC also works closely with other local authorities, including West Sussex County Council. For example, the county council was the lead authority on the Solar Together solar electric (PV) panel scheme, which CDC supported and promoted. The scheme was organised through a standing group of Sussex officers working on sustainability issues. There is also a West Sussex group of officers working on fuel poverty. This group was instrumental in a successful application to central government for money to improve energy inefficient dwellings in the region that are homes to low income households.

Table 3: CDC processes

	Actions	Target start date unless stated otherwise	Services involved in delivery	Named officer
3.2	Climate Emergency Officer Group established	First quarter 2021	Senior Leadership Team, other services.	Alison Stevens, Divisional Manager Environmental Protection
3.3	A quarterly progress report to Environment Panel.	On-going.	Environmental Strategy Unit to co-ordinate reporting by CDC teams.	Stephanie Evans/Tom Day, Environmental Co-ordinator job-share
3.4	An annual report to full Council.	First report from the date of the adoption of the detailed action plan.	Environmental Strategy Unit to co-ordinate reporting by CDC teams.	Stephanie Evans/Tom Day, Environmental Co-ordinator job-share
3.5	Review of statutory and non-statutory plans and policies together with recommendations for changes, to be	Review will be a rolling programme, schedule determined by individual	All services	Andrea Smith, Climate Change Officer, to assist services.

	Actions	Target start date unless stated otherwise	Services involved in delivery	Named officer
	reported back to Environment Panel and Cabinet.	policy review dates.		
3.6	Training for council decision-makers	Initiated March 2021 then ongoing.	Climate Change Officer	Andrea Smith, Climate Change Officer
3.7	Keep funding document up-to-date.	Ongoing	Climate Change Officer	Andrea Smith, Climate Change Officer
3.8	Ensure integration of environmental criteria into procurement practices.	Ongoing as goods and services are procured.	Legal, Environmental Strategy Unit	Nicholas Bennett, Divisional Manager, Corporate Services
3.9	Develop the process for estimating more of CDC's scope 3 greenhouse gas emissions, including considering possible routes for collecting Scope 3 data from CDC tenants.	Start 2022 and then ongoing	Climate Change Officer working with Growth and Culture teams in relation to data from CDC tenants.	Andrea Smith, Climate Change Officer, Sarah Peyman, Divisional Manager, Growth and Place Services, Kevin Gillett, Valuation and Estates Manager.

2.2 Area-wide processes

CDC's own carbon emissions are small compared to the area's as a whole. The achievement of the area-wide target will be challenging (as the SCATTER list of actions emphasises). It will need funding and the right policy framework provided by Government. It will also largely be done by other organisations and individuals, making changes to their buildings, vehicles, ways of working and lifestyles. Therefore, an engagement plan has been drawn up to involve as many in the District as possible while staying tightly focussed on achievement of the target.

Three routes to engagement on the area-wide target:

1. **Working Groups.** This component entails working through existing partnerships/groups of organisations to progress greenhouse gas (GHG) reduction projects. Many partnerships and groups already have proposals for reducing GHG emissions or are developing visions for the future of specific geographical areas and would welcome the Council's help in ensuring they develop sustainably. However, there are also instances where a new working

group on a particular theme could be beneficial and the Council could initiate a group.

2. **Behaviour change campaign & dialogue.** This would encourage individuals to reduce GHG emissions linked with their lifestyles. Importantly it would also include an online route for them to contribute their views on GHG reduction in the District.
3. **Citizens' Assembly.** To establish a Citizens' Assembly in 2021 comprising members of the public selected to represent the demographic profile of the Chichester District. They will call on expert evidence to help them formulate detailed recommendations on climate change that can inform the decision-making of the district council.

These components are complementary, as shown by Table 4 below.

Table 4: Engagement components

	Who is involved?	What is the output?	Duration
Working Groups	Organisations of any kind from within or with an interest in the District.	Implementation of GHG reduction projects & visions for particular geographical areas.	On-going
Behaviour change campaign & dialogue	Individual citizens	Lifestyles with lower GHG emissions, input of ideas & comments on GHG reduction in area.	Time-limited behaviour change campaign. Online dialogue would be on-going.
Citizens' Assembly	Individual citizens	Recommendations for the District as a whole.	A few days' duration

The components will work together to provide on-going channels through which both individuals and organisations can work together to reduce carbon emissions in the District to develop and implement their own ideas. More detail is given below.

2.3 Working groups

It is evident that there are already a number of partnerships, working groups and fora that could be channels through which GHG reduction initiatives could be pursued. The Manhood Peninsula Partnership (MPP) Project Officer and the Rural Towns Coordinator identified groups of organisations on the Manhood peninsula and in Midhurst and Petworth that have GHG reduction projects that they would like to progress and would be likely to welcome assistance through technical knowledge and information on funding sources. There are doubtless other groups, already in existence and with GHG reduction projects that they wish to progress, that might welcome some technical/funding information input. Therefore, the Climate Change Officer will continue discussions with other officers to identify these groups and investigate how best to support their GHG reduction actions.

However, some types of projects would be best progressed by a new working group organised by theme. This is similar to an approach taken by Essex County Council which has established special interest groups that support its Climate Action Commission. Where a suitable group does not exist, CDC will use its contacts to set up a new working group.

CDC officers would convene the group initially, which would be open to representatives of any organisation with an interest in the District. However, the group should become self-sustaining in terms of setting up its own meetings and agenda. The intention is that the group would be a forum that enables people to meet like-minds and develop solutions themselves with CDC providing technical input, information on funding opportunities and networking help. This approach is fast and flexible. It does not seek to impose a top-down solution from CDC onto local businesses and community organisations. Indeed CDC has no legal powers to do this anyway. Instead it grows a plan from the bottom up. It seeks to build on ideas, knowledge and motivation that already exist in our communities. Rather than demand that people do X, Y or Z, CDC wants to try to support people in projects that they have identified for their area.

Participants in existing or new groups could be:

- Businesses & business organisations
- Public sector services (health services, academic institutions)
- Third sector (fuel poverty, debt advice, local food co-ops)
- Other local authorities (parish councils, West Sussex County Council, neighbouring district councils)
- Special interest groups (environmental, social justice)
- Organisations representing particular demographic (youth, people with mobility difficulties)

A key feature of the working groups is that they will be ongoing to develop carbon mitigation actions, refine them in light of new events, success and failure.

CDC will work on clarifying the envisaged relationship between it and the working groups, both existing and new.

Tree-planting will play a major role in reducing the area's emissions. Other habitats such as wetland can also be established to act as carbon sinks. However, land-owners and land managers may be uncertain how to proceed due to health and safety and biodiversity considerations and a lack of knowledge of the wide range of funding sources available. In response Chichester City Council organised a Tree Summit for this year. The Tree Summit had to be cancelled due to Covid-19. It may be re-scheduled and could provide a springboard for an on-going working group for

GHG reduction through land use change, subject to the agreement and collaboration with the organisers.

Renewable energy generation in the District would be the theme of a new working group.

To summarise the steps under this action point:

- Support existing partnerships/working groups with suitable GHG reduction projects through provision of information on options and funding opportunities.
- Support Chichester City Council on its Tree Summit initiative.
- Establish or support the establishment of a renewable energy generation working group.

Whether existing groups are supported by CDC's Climate Change Officer or a new group established, reporting routes need to be created to capture the outcomes of GHG reductions actions so we can monitor progress. This is a recommendation from Stroud District Council, which is frequently upheld as a model of action on climate change. Activities of the working groups will be relayed to the Environment Panel through quarterly reports on the progress of the climate emergency action plan.

2.4 Behaviour change campaign & dialogue

CDC will promote, through various means, environmentally positive actions and lifestyle changes in the wider community. This will include producing details of a costed campaign on key environmental issues... This could be in collaboration with other local authorities.

In developing this plan, the Climate Change Officer encountered several instances of people being unaware of initiatives that were closely related to their professional and personal areas of interest. Therefore, one simple effective step would be to publicise existing initiatives. CDC's Communications team will assist with a communications plan while CDC's Wellbeing team has agreed to use their expertise in helping people to make behavioural changes around health issues to advise on framing messages.

Proposed steps:

- a) Develop a communications strategy.
- a) Promote existing schemes e.g. Chichester Warm Homes Initiative, Warmer Sussex, the CDC tree donation option to ensure they are widely known.
- b) Ask groups such as EcoChi, Transition Chichester, Tuppenny Barn and Extinction Rebellion if they would be willing to assist with public engagement on behavioural change. Taking EcoChi as an example, members are involved in a wide range of key groups such as the Women's Institute, ChiCycle and other walking and cycling groups.

- c) Use existing social media platforms such as Facebook, Instagram and Twitter to have conversations around environmental themes.
- d) Identify websites or mobile phone applications that can be used by individuals to understand their carbon footprint and how it can be reduced.
- e) Launch a public pledge page where individuals and organisations promise to make carbon savings. Try to capture the level of reductions that people commit to making. If the CDC uses its own site, the webpage needs to be:
 - Easy to find from the homepage
 - Attractive and inspiring
 - Interactive

2.5 Citizens' Assembly

A Citizens' Assembly would be comprised of members of the public selected to represent the demographic profile of the citizens of Chichester District. The participants will call on expert evidence to help them formulate detailed recommendations on climate change mitigation that can inform the decision-making of district councillors.

CDC intends to bring an organisation with experience of running similar events in to select the participants and to ensure that the make-up is representative of the District. We will commit to being guided by the outside organisation regarding the number of people that should be involved. This organisation will also be asked to advise on the format of the assembly e.g. over how many days, duration of sessions, etc. Participants will invest significant time in the exercise. They do not volunteer to participate because of an interest in climate change. Instead they are asked to participate because they represent particular sections of the community by virtue of their own characteristics e.g. age, income, ethnicity, etc. Therefore they are reimbursed for their time and their care costs if they have caring responsibilities as would be expected in a group that represents a cross-section of the community. For further information, see www.climateemergency.uk/blog/citizens-assemblies-jurys/ Terms of reference for the process will be written.

We will seek to make the information presented to the assembly and its debates and deliberations widely available, so it becomes a resource for the whole District.

Table 5: Area-wide processes

	Actions	Target start date unless otherwise stated	Services involved in delivery	Officer responsible for delivery
5.1	Existing working groups identified or new groups	Process initiated by first quarter	Climate Change Officer to lead on liaison with other	Andrea Smith, Climate Change Officer

	Actions	Target start date unless otherwise stated	Services involved in delivery	Officer responsible for delivery
	established to implement projects to reduce greenhouse gas emissions in the District.	2021	officers on identifying & establishing groups.	
5.2	Produce details of a costed campaign on key environmental issues, potentially in partnership with WSCC.	2021	Communications, Environmental Strategy Unit, Wellbeing.	Sarah Parker, Communications Manager
5.3	Organise a Citizens' Assembly	2021	Environmental Strategy Unit, Communications' assistance with publicity.	Andrea Smith, Climate Change Officer

2.6 Funding

CDC officers are to report on the feasibility of establishing an ongoing District-wide fund for delivery of GHG reduction projects and biodiversity restoration projects. This will include a review of the opportunities to raise money for low-GHG emission infrastructure, including the potential to use legal and planning mechanisms for offsetting residual GHG from new developments.

In addition to this proposed fund, CDC has secured funding from Homes England in relation to the Graylingwell development in the District. The developer Linden/Downland Graylingwell LLP has committed to pay into a fund an amount of money in proportion to the carbon dioxide emissions that the Graylingwell development is estimated to produce annually. This is expected to be approximately £250,000 in total and will go into a fund named the Low Carbon Chichester Fund (LCCF).

A legal agreement is being finalised to set up a process through which these funds will be disbursed to GHG mitigation projects in the District. This process will include a Governance Body comprising: a chair, being the Cabinet Member for Environment and Contract Services of Chichester District Council, elected members appointed to the Environment Panel, and representatives of the developer, Homes England, and technical advisors, the Buildings Hub.

In accordance with the Council's Constitution, the final approval of expenditure will be by the Cabinet following the Governance Body's recommendation. The Cabinet

may also in certain circumstances resolve to delegate approval powers to the Cabinet Member for Environment and Contract Services.

The first meeting of the Governance Body has been delayed due to the impact of Covid-19 on the working arrangements of the partners and the takeover of Linden Homes by Vistry. However, to prepare for the first meeting and to hasten the disbursement of the funds, the Environment Panel decided its priorities for the fund and its preferred process on 24 July 2020. The panel made clear that it would prefer the LCCF to support projects that would return funds to the LCCF to enable further projects to be funded. However, all of the criteria for the disbursement of the LCCF have to be agreed with the other organisations represented on the Governance Body of the LCCF.

Table 6: Funding

	Actions	Target start date unless otherwise stated	Services involved in delivery	Officer responsible for delivery
6.1	LCCF legal agreement signed and funds transferred.	June 2021	Environmental Strategy Unit to lead. Legal to support.	Stephanie Evans/Tom Day Environmental Co-ordinator job share
6.2	LCCF funding criteria agreed.	2021	Environmental Strategy Unit, Communications to support.	Andrea Smith, Climate Change Officer
6.3	Manage process of disbursement of funds.	Start 2021 and the ongoing.	Climate Change Officer	Andrea Smith, Climate Change Officer
6.4	Report on feasibility of establishing on-going District-wide fund.	Complete by October 2021	Environmental Strategy Unit to lead. Planning Policy.	Andrea Smith, Climate Change Officer; Stephanie Evans/Tom Day Environmental Co-ordinator job share

3. Actions

3.1 CDC operations, buildings and land

CDC owns and operates several buildings. East Pallant House has PV (solar electric) panels on its roof and solar water heating panels on the north wing extension. Pay-and-display parking meters have PV panels. Novium Museum has a biomass boiler.

In October 2020, CDC commenced a new electricity and gas supply contract for the buildings it operates. Under this contract, its electricity and gas use will be covered by certificates that certify that amounts of (a) renewable electricity and (b) bio-methane gas equivalent to the amounts of electricity and natural gas consumed by CDC have been added into the electricity and gas networks. In 2023 CDC officers will investigate setting up Power Purchase Agreements (PPA) directly with renewable electricity and bio-methane generators in partnership with other local authorities or other organisations in the District to reduce the amount of officer time needed to set up the PPAs. They will investigate ways to reduce the risk of the generator leaving the market, learning from businesses that are experienced in negotiating PPAs.

Turning to CDC's vehicles, under the Council's current Air Quality Action Plan, CDC has adopted policies such that when CDC cars and Light Duty Vehicle vans are replaced, the default option is an electric vehicle unless there is a robust operational reason as to why not. Under this policy CDC has procured two electric vehicles for the car parking team. Chichester Contract Services has applied to the Energy Saving Trust for a review of all CDC vehicles including the refuse collection vehicles and the driving patterns (distances, speeds, routes) to identify practical steps to reducing their emissions. Chichester Contract Services is currently trialling and researching what zero and low emission vehicles fit its business needs.

Moving onto CDC land, initial assessment suggests the potential for a maximum of 400 trees (whips) to be planted over four years at a range of CDC-owned locations.

Several other actions are planned and are given in Table 7 below.

Table 7: CDC operations, buildings and land

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
7.1	Investigate setting up Power Purchase Agreements (PPA) directly with renewable electricity and bio-	Start and finish 2023	Climate Change Officer, Building Services	Andrea Smith Climate Change Officer

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
	methane generators.			
7.2	Commission a review of CDC operational buildings for options for carbon savings.	Start in 2021. Complete in 2022. Subject to agreement on the Initial Project Proposal Document as part of CDC's corporate plan.	Climate Change Officer, Growth, Facilities, Culture, Place, Chichester Contract Services	Andrea Smith Climate Change Officer
7.3	Collate existing initiatives that incentivise low-carbon work travel by CDC staff into a Green Travel Plan and identify gaps.	Start in early 2021. Planned outcomes agreed by summer 2021, followed by implementation.	Business Support, Environmental Protection	Joe Mildred, Divisional Manager Business Support
7.4	Factor GHG emissions into the evaluation of the options for use of East Pallant House,	Start in late 2021. Planned outcomes agreed by summer 2022, followed by implementation.	Business Support, Climate Change Officer.	Joe Mildred, Divisional Manager Business Support
7.5	Plant 400 trees (whips) across a variety of CDC's parks and green spaces using funds from Trees Outside Woodlands Project, where appropriate.	2021-2025	Chichester Contract Services, Environmental Strategy Unit.	Justin Jones Green Spaces Lead

3.2 Economy and jobs

In the public consultation on the draft Climate Emergency Detailed Action Plan, the most frequently made comment under the heading of the economy and jobs was that CDC should help farmers move away from meat production. CDC considers this outside of its remit. However, it can comment on other feedback about encouraging eco-tourism and holidaying locally, which reduces emissions from travel, and encouraging the consumption of locally-sourced food.

Visit Chichester is the Destination Management Organisation for the Chichester area and receives funding from CDC. Visit Chichester is committed to supporting green tourism across the entire District. It seeks to ensure that tourism does not have an adverse effect on the local environment, especially the protected landscapes around

Chichester Harbour Area of Outstanding Natural Beauty and the South Downs National Park. It aims to ensure that tourism is welcomed by, and acceptable to, the host communities across the entire district, and that it is profitable to the many businesses which support the visitor economy, which in 2019 was worth £458.9m. It is also committed to helping ensure the highest quality experience for visitors.

Visit Chichester encourages visitors to try to reduce their impact on the area by supporting local businesses during their stay, by utilising public transport where possible, or exploring by bicycle, on foot, or even horseback, and it will be supporting opportunities to increase car-free movement around the district for visitors once they are here. It also supports messages around taking litter home and reusing/recycling where possible, to help reduce footprint.

In 2021, Visit Chichester will relaunch as The Great Sussex Way – a new more encompassing brand which represents the entire district. The objectives will remain to increase the time visitors spend in the area, therefore increasing the amount of spend, and to promote The Great Sussex Way as a year-round destination. In 2021, as the UK hopefully begins to emerge from the pandemic, the focus will be on attracting visitors from key target areas of Surrey and London. It is hoped that domestic holidays will remain a priority in 2021, and the aim is to maximise this opportunity.

An important aim is to relieve visitor pressure on the Manhood Peninsula by extending the visitor season outside the usual summer months, prolonging opportunities for taking part in low-impact activities such as cycling, walking and bird watching. Destination Management Plans (DMPs) for the peninsula were produced in 2010 and 2018 emphasising the importance of creating walking and cycling links across the peninsula in addition to the existing north/south links, and identified ways to enhance the visitor experience.

Currently there are good north/south links with Chichester and the wider Chichester District, but very poor east/west links. The intention is to help revitalise the peninsula economy by providing off road links between Medmerry and the two harbours, using them as a catalyst for creating interest in the area. This approach is supported by the RSPB who manage the Pagham and Medmerry reserves, and have constructed a cycle way linking Pagham with Medmerry. Bikes can be hired at RSPB Pagham and Chichester Marina.

The Manhood Peninsula Partnership (MPP) has been working to progress ideas about tourism and visitors to the peninsula with the Green Links across the Manhood (GLaM) group, a subgroup of the MPP. There is no local incentive scheme to encourage green tourism on the peninsula yet, but individual B&Bs are members of various national organisations and promote green tourism using their promotional material. Visit Chichester is proving instrumental in giving a green tourist product for the area a national profile.

On supporting local food production, the Selsey fishery catches the best crab and lobster on the south coast. The Seas the Day project promoted locally caught crab, fish and lobster through recipe cards distributed to the restaurants taking part in the project.

The Vision projects work with parishes to identify the special features that make them desirable places to live in or visit, and can be promoted as such. In the Visions this revolved round the rural character and the abundance of local produce special to the area.

The Chichester District Council’s Farmers Market makes local produce available on a monthly basis in central Chichester. The South Downs National Park Authority supports the promotion of local food and drink through its [Food and Drink Portal](#). Where CDC has contact with businesses based in the National Park, they are made aware of this support. Likewise, there is a Sussex wide [organisation](#) to promote local produce. CDC’s Business Contact Programme ensures that businesses in this sector are made aware of any support that is available, whether this is networking or financial.

In the public consultation on the draft action plan, several respondents called for more incentives for particularly businesses to improve their energy efficiency and to use renewable energy. CDC does circulate details of Government financial incentives for decarbonisation activities to businesses via its eBiz newsletter. As employees started to return to work after the summer Covid-19 lockdown, businesses were reminded of the Cycle to Work schemes that encourage cycling and e-biking and the green travel scheme Easit through the eBiz newsletter. The Wellbeing team at CDC also gave a fresh push to the Council’s own Cycle to Work scheme for employees. Further work will be progressed through our continued support of the Sustainable Business Partnership.

Further comments were made about the need to increase the number of people with skills related to a low-carbon economy such as energy efficiency. Skills delivery is not the responsibility of CDC but we are members of the Coastal West Sussex Partnership which includes representation from West Sussex County Council, Chichester College Group and Chichester University. Meetings include regular discussion on the skills agenda and how to meet businesses’ needs.

Further activities can be driven through partnerships, the Climate Emergency Officer Group and the Council’s Environment Panel.

Table 8: Economy and jobs

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
--	----------------	---------------------	--------------------------------------	---

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
8.1	Working through existing partnerships (e.g. Manhood Peninsula Partnership, Chichester BID/Vision) and with existing engagement routes (e.g. eBiz newsletter) to provide local organisations (businesses, educational institutions, etc.) with information to support them in transitioning to a low-carbon local economy. Through CDC's Choose Work programme, we will assist residents in finding employment that supports the low-carbon economy.	To be set.	Environmental Strategy Unit, Place, Growth, Communities	Andrea Smith, Climate Change Officer

3.3 Homes

The Council is working to reduce fuel poverty and excess cold in households in the District while ensuring greenhouse gas emissions do not rise as a result. Reducing the greenhouse gas emissions from existing homes can encompass both energy efficiency and renewable energy installations.

CDC is working with energy providers to [address fuel poverty](#) and [those at risk of cold homes](#). There are the [Chichester Warm Homes Initiative](#) and specialist home energy advisors to help householders on low incomes or with disabilities to navigate the schemes available. [Warmer Sussex](#) is an ongoing scheme to help householders improve the energy efficiency of their homes.

CDC is also part of the West Sussex Affordable Warmth Partnership. The partnership includes all the district and borough councils of West Sussex and sets the aims and objectives for tackling fuel poverty across the county. The role of the partnership involves jointly bidding for funding, outlining local plans of action, intervention and governance structures that contribute to positive partnership working across West Sussex.

In September 2020, CDC joined with other nearby local authorities to bid for funding from the Green Homes Grant Local Authority Delivery fund Phase 1a. The bid was successful and work will take place to boost the energy efficiency of homes in the District with low Energy Performance Certificate ratings (E, F or G-rated) occupied by households with incomes of less than £30,000. Phase 1a is part of the Government's Covid-19 economic stimulus programme and the money has to be spent in a short timescale. Therefore, the number of homes that will be improved in the District is unlikely to be far into double figures. CDC has applied with other local

authorities for a second phase of funding Green Homes Grant Local Authority Delivery fund Phase 1b and has yet to hear the outcome. There will be another phase of Green Homes Grant Local Authority Delivery money and the Council is looking into applying for that, either on its own or as part of a group of local authorities.

Furthermore, the CDC Housing Standards Manager has drafted the Housing Standards Financial Assistance Policy with input from the Climate Change Officer. The aim of the policy is to reduce fuel poverty and excess cold in homes in the District. Sometimes this can lead to increased fuel use and hence greenhouse gas emissions. Therefore the goal is to identify options that do not lead to increased emissions. To co-ordinate this work, a Fuel Poverty and Sustainability Project Group has been proposed to deliver targeted action to tackle those parishes with the highest levels of excess cold and fuel poverty, and significantly reduce homes with a low Energy Performance Certificate rating of F and G occupied by fuel poor households. This policy went out to public consultation in November 2020 and will subsequently go to Cabinet in early 2021.

Finally CDC took part in Solar Together, a Sussex-wide scheme to bulk-buy quality solar electric (PV panels) to make it cheaper for householders and small businesses to install them on their roofs. It ran in Chichester District in autumn 2020.

Table 9: Homes

	Actions	Target date	Services involved in delivery	Officer responsible for delivery
9.1	Development & implementation of Housing Standards Financial Assistance Policy.	Policy to go to Cabinet in 2021	Housing Standards, Environmental Strategy Unit, Wellbeing	Elizabeth Reed, Housing Standards Manager

3.4 Development and planning

The Local Plan Review is a key document in helping to address the climate emergency. We intend to find a way of meeting our housing and employment needs that works within a pathway to Net Zero Carbon.

Planning policy has to be in conformity with national policy, be evidence based and undergoes testing through independent examination. In addition major changes are proposed by the Government both to the planning system in its entirety and to energy efficiency standards through the proposed Future Homes Standard (FHS). The FHS proposes switching to national standards that are implemented through Building Regulations with little consideration of local development viability.

The Local Plan Review will aim to set the highest possible standards for energy efficiency, on-site use of renewable energy, and water efficiency that are achievable without impacting on the commercial viability of development and ensuring appropriate infrastructure, including affordable housing, is secured. Such standards are usually set in terms of performance to be achieved (CO₂ emitted, water used) rather than prescribing particular technologies which may or may not suit individual developments. If the proposed changes are implemented nationally that take such considerations outside of the planning system, then the plan has to conform to these national minimum standards which would replace locally determined policy.

Locating development is the heart of the plan making process. The following are all top priorities in plan making;

- Reducing the need to travel to access shops, employment and facilities.
- Providing development in locations where there are ample opportunities to walk, cycle and use public transport, rather than car use being the only reasonable option.
- Locating development where the long term risk of flooding is very low. This goes further than just the existing flood zones 2 and 3 and looks ahead to the predicted situation up to 2115.

Electric vehicle charging points are required in new development in accordance with West Sussex County Council standards.

The Local Plan Review will seek to locate development outside predicted flood zones taking climate change into account. Resilient development or the use of sacrificial areas on lower floors will be avoided wherever possible but may be suitable for replacement dwellings in existing flood risk areas.

Table 10: Development and planning

	Actions	Target date	Services involved in delivery	Officer responsible for delivery
10.1	Require new development to achieve high levels of energy efficiency and minimise greenhouse gas emissions through policies within the Local Plan Review. (Subject to the outcomes of the Future Homes Standard consultation and implementation of any changes to the Building Regulations).	Adoption anticipated 2022	Environmental Strategy Unit, Planning Policy	Toby Ayling, Divisional Manager, Planning Policy Stephanie Evans/Tom Day, Environmental Co-ordinator job-share

3.5 Waste and recycling

Responsibility for waste and recycling is split between CDC and West Sussex County Council. CDC is responsible for waste and recycling collections and WSCC is responsible for waste and recycling disposal including civic amenity sites. Landfill Tax is set by central government.

A new commercial food waste collection service was due to be launched by CDC in April 2020 but was delayed until the autumn 2020 due to Covid-19. The service CDC offers includes working alongside businesses to help reduce the amount of food waste they generate as opposed to a collection-only service. The food waste collected from the new service will be going to an anaerobic digestion facility.

CDC is watching with very close interest and welcomes the progress of the new Environment Act that is currently passing through Parliament. This new legislation will target improvements in key environmental areas including waste (resource) collections and disposal, air and water quality and biodiversity. We hope these new measures will support us with the introduction of new and improved existing services.

Specific to waste collection services, we are anticipating there will be legislation that will help us minimise the amount of residual waste that is generated by the introduction of a deposit return scheme for plastic bottles, the introduction of a plastic tax to encourage manufacturers to use more recycled plastic in their products and the introduction of kerbside food waste collections.

The disposal of domestic household waste including food is the responsibility of WSCC which is currently reviewing the infrastructure options for when separate domestic food waste collection becomes mandatory, probably in 2023.

CDC has committed to reduce the use of Single Use Plastics across the Council and to promote a reduction in their use across the District. It has an 11-page strategy that includes actions by the council and within the wider community.

Table 11: Waste and recycling

	Actions	Target dates	Services responsible for delivery	Officer responsible for delivery
11.1.	Following the release of new legislation (expected end of 2021) to develop delivery plans to implement the changes in domestic resource collection including food waste.	Start date January 2022 (on the assumption the Environment Act is passed winter 2021). Finish April 2022	Chichester Contract Services	Kevin Carter, Divisional Manager, Chichester Contract Services
11.2	In conjunction with	Start date	Chichester	Kevin Carter,

	Actions	Target dates	Services responsible for delivery	Officer responsible for delivery
	WSSC to investigate opportunities for diverting food waste to anaerobic digestion.	January 2022 (on the assumption the Environment Act is passed winter 2021). Finish April 2022	Contract Services, West Sussex County Council	Divisional Manager, Chichester Contract Services

3.6 Transport

In the main, transport related issues are not within the remit of Chichester District Council (CDC) though we are highly aware of their importance in tackling climate change. West Sussex County Council (WSSC) is the Local Highway Authority and as such is responsible for local roads, footways and many cycle paths; Highways England (HE) is the responsible authority for the A27. As such it is generally not within CDC's gift to design and deliver highways related schemes. Likewise WSSC is the relevant authority for bus services.

However, CDC has the opportunity to influence aspects of transport and transport infrastructure where they relate to new developments through the land-use planning system. To this end CDC is seeking to make strong and robust sustainable transport related policy in the emerging Local Plan Review. Likewise the authority is seeking to include air quality in the revised Local Plan in a robust and proportionate policy.

CDC is in the process of delivering a Local Cycling and Walking Infrastructure Plan (LCWIP). This document, due for adoption in early 2021, details preferred improvements to Chichester's roads and footways that have been worked up by a consultant. WSSC also have a number of cycling schemes proposed for Chichester in their Local Transport Improvement Plan and Sustainable Transport Package. All of these documents should be read together in order to understand what is proposed to improve cycling and walking in Chichester. As such it is intended to associate the schemes in these documents with a policy in the revised Local Plan to give clarity to the policy.

Turning to electric vehicles, CDC has already installed a network of 18 electric vehicle charging points across the District and has a watching brief prior to the delivery of an expanded network of charging posts. CDC's Air Quality Action Plan is due for renewal and re-adoption in mid-2021. The revised document will include policies relating to electric vehicles and electric vehicle charging and a wide range of measures which are also likely to be of benefit to tackling climate change from a transport perspective.

CDC has responsibility for taxi licensing (hackney carriage and private hire licensing). CDC's Communication, Licensing and Events division is identifying ways to reduce GHG emissions from these vehicles through its new taxi licensing policy.

Further transport-related actions can be supported through the provision of information on options and funding opportunities to existing partnerships.

Table 12: Transport

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
12.1	Promote reduced carbon travel through provision of information on options and funding opportunities to partners.	To be set	Environmental Protection	Andrea Smith, Climate Change Officer
12.2	Develop new taxi licensing policy.	To go to General Licensing Committee in February 2021.	Licensing, Environmental Protection	David Knowles-Ley, Licensing Manager
12.3	Approval of CDC's Local Cycling and Walking Infrastructure Plan (LCWIP).	2021	Environmental Protection	Simon Ballard, Environmental Protection Manager
12.4	Delivery of schemes in CDC's LCWIP.	To be set.	Environmental Protection, WSCC	Simon Ballard, Environmental Protection Manager
12.5	Contribute to WSCC's target of increasing the length of the cycle network by 15% a year compared to a 5km base (across the county).	Start Spring 2022.	Environmental Protection, WSCC	Simon Ballard, Environmental Protection Manager, WSCC
12.6	Enable the continued expansion of the electric vehicle (EV) charging networks, based on the demand metrics from the recent installations and developments in the EV market.	Ongoing	Environmental Protection	Simon Ballard, Environmental Protection Manager

3.7 Nature-based solutions

CDC recognises the very valuable role that trees and other habitats such as wetlands, play in both mitigating and adapting to climate change. The Council's existing Local Biodiversity Action Plan commits the Council to various actions which will have benefits for wildlife and climate change mitigation including;

- “Naturalising Chichester’s Green Spaces” which will include rewilding spaces within Chichester’s Parks;
- continuing to support the “Fixing and Linking Our Wetlands” Project which restores and enhances the wetland habitat on the Manhood Peninsula,
- and supporting the resilience of the District’s ecological networks through the “Strategic Wildlife Corridors” Project which will safeguard and enhance (through habitat improvements and planting) major strategic wildlife corridors which connect Chichester and Pagham Harbours with the South Downs National Park.

The Climate Emergency Detailed Action Plan further commits the Council to increase tree planting on both CDC-owned land and non CDC-owned land. With that aim, a document was written identifying possible funding sources for tree-planting and has been circulated to parish councils and interested parties. It is also available on the CDC website.

Since production of that document, CDC has joined a project, coordinated by the Department for Environment, Food, and Rural Affairs and funded by the Treasury which will investigate ways to increase the numbers of trees outside woodlands. The Trees Outside Woodlands Project is likely to involve a new subsidised tree scheme within the District, leading to the planting of tens of thousands of trees. The project will also investigate how different management techniques impact on the numbers and survival of trees within hedgerows. The project involves the recruitment of a new Project Officer. It is hoped that the project will officially launch December 2020/January 2021.

The Council recognises that it is important to consider the appropriateness of the location of new planting schemes, i.e. ensure that it is the right tree for the right location and depending on the location, alternative habitats to trees or woodlands may be more beneficial for wildlife or carbon sequestration. The Council also recognises the need to develop the supply of locally sourced trees which are more resilient to local conditions and ensure greater biosecurity and recently supported through grant funding the development of a local native tree nursery within the District.

Turning to the [impact of nutrient input](#) into Chichester harbour, the Council has committed to investigating opportunities for multi-function use of any land acquired for the mitigation of nutrient inputs. CDC will work with Natural England and the South Downs National Park Authority to ensure that land is, wherever possible, planted to woodland or used for wetland creation. This will ensure that mitigation land does not revert to high input agricultural use in the long term and that the land acts as a carbon sink.

A working group could possibly be established to support organisations, especially land-owners and managers, interested in planting trees on their land.

Table 13: Nature-base solutions

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
13.1	Increased tree planting on non-CDC land through carbon offset funding, Woodland Trust funding and net biodiversity gain or other national funding streams. Dependent on announcements on national policy and funding schemes.	March 2023 (project completion)	Environmental Strategy Unit, Development Management	Sophie Hamnett, Tree Officer
13.2	Joint scheme of nutrient input mitigation to be agreed with Partnership for South Hampshire and Natural England.	End of 2021 (initiation date)	Environmental Strategy Unit, Planning Policy, Development Management	Stephanie Evans/Tom Day Environmental Co-ordinator Job-share, Toby Ayling, Divisional Manager, Planning Policy
13.3	Secure funding for the Strategic Wildlife Corridors Project through the Community Infrastructure Levy.	March 2021 (completion date)	Environmental Strategy Unit	Stephanie Evans Environmental Co-ordinator
13.4	Implement a series of habitat improvement projects within the Strategic Wildlife Corridors, including tree and woodland planting where appropriate.	October 2022 – March 2026.	Environmental Strategy Unit	Sarah Hughes Community Wildlife Officer

3.8 Renewable energy generation

We intend to progress renewable energy generation on Council properties and to support others to do so e.g. through Solar Together, which aimed to help householders and small businesses buy quality solar electric (PV) systems at a good price.

We also intend setting up a working group of organisations that want to progress larger scale renewable energy generation projects.

CDC also anticipates that the Low Carbon Chichester Fund will be open for applications next year. Although the scope of the fund has yet to be set by the governance body, it may well cover assistance to renewable energy projects.

Table 14: Renewable energy generation

	Actions	Target date	Services involved in delivery	Officer responsible for delivery
14.1	Set up a working group of organisations that want to progress larger scale renewable energy generation projects.	See working groups section	Climate Change Officer	Andrea Smith, Climate Change Officer

Glossary

Anaerobic digestion: When dead plants and animals rot, this leads to carbon dioxide being released to the atmosphere, but if the rotting material is underground — where there is little oxygen — a different gas is produced called methane. This is called anaerobic digestion.

Methane is a much more powerful greenhouse gas than carbon dioxide, so we need to avoid producing it. One way it is produced is food waste rotting in landfill sites, which is where some of the rubbish in our district ends up. So, we need to cut the amount of food waste in our rubbish bins.

Another step we can take is to catch the methane that is produced from rotting material and use it as a fuel. That way it does not make it to the atmosphere and it can replace fossil fuels.

BEIS: The UK Government department of Business, Energy and Industrial Strategy.

Biodiversity: The existence of a wide variety of plant and animal species in their natural habitats. The term covers the totality of genes, species, and ecosystems of a region. Biodiversity gain means an improvement in biodiversity.

Biomass: Fuel made from plant material, for example wood and straw.

Building Regulations: Nationally set minimum standards for new buildings and alteration to buildings.

Cabinet: The Cabinet is the executive arm of the Council with the authority to action policies within the plans, strategies and budget approved by the Council.

Carbon offset funding: Offsets are discrete greenhouse gas reductions used to compensate for, or offset, greenhouse gas emissions elsewhere. An organisation that has done something to reduce emissions can get the reduction estimated and

sell the offsets to another organisation that can use them to meet its greenhouse gas reduction target. Offsets are calculated relative to a baseline that represents a hypothetical scenario of what emissions would have been in the absence of the reduction project that generates the offsets. Sometimes this is called the 'business-as-usual' scenario to reflect it is an estimate of what would have happened if the emission reduction measure had not taken place.

Carbon sink: These take in carbon dioxide and store it, for example trees and wetlands.

Chichester Contract Services: Chichester Contract Services is the operational delivery division of CDC for waste collections, street cleaning and parks and garden maintenance.

CO₂: This is the chemical formula for carbon dioxide.

Combined Heat and Power: Equipment that produces both electricity and heat from the same fuel supply.

Community Infrastructure Levy: A levy allowing local authorities to raise funds from owners or developers of land undertaking new building projects in their area. Local authorities can use it to deliver the infrastructure needed to support development in their area. See here for more [information](#).

Emissions inventory: A quantified list of an organisation's greenhouse gas emissions and sources.

Environment Panel: A working group of elected councillors and council staff who have helped draw up this plan and will oversee its implementation.

Fuel poverty: A household is considered fuel poor if it needs to spend above average amounts to keep the home warm and this would leave them with so little money that their income would fall below the official poverty line. See [here](#) for more information.

Full Council: Full Council is the policy making body from which the policy framework will be established and the budget set. Full Council has responsibility for ensuring that the correct structures are in place for the effective implementation and delivery of its services.

Greenhouse gas: A greenhouse gas traps heat, preventing it from leaving the Earth's atmosphere and passing into space. This has led to global warming, which in turn causes other aspects of the climate to change.

Carbon dioxide is the most common greenhouse gas, but there are others. Although these are emitted in much smaller quantities, they are more powerful than carbon dioxide so we must still account for them.

To stop climate change getting worse, we need to reduce the amount of greenhouse gases that we put into the atmosphere. So, organisations and governments set greenhouse gas reduction targets and estimate the amount of greenhouse gases produced by an activity. This is sometimes called a 'footprint'.

Heat pump: Heat pumps are energy-efficient ways of heating buildings. They run on electricity and collect heat from the outside air and the ground, even in winter. See [here](#) for more information.

Highways England: [This organisation](#) operates, maintains and improves England's motorways and major A roads.

Homes England: This is the Government's '[housing accelerator](#),' working to build homes in England.

LASER procurement framework: A [UK public sector buying group](#) with the aim of reducing cost and complying with procurement legislation.

Local Plan: This key [document](#) provides the broad policy framework and a long-term strategy to manage development, protect the environment, deliver infrastructure

and promote sustainable communities within Chichester District (excluding the area within the South Downs National Park) over the plan period.

Modal share: Different forms of transport are called transport modes. The amount that people use them relative to one another is called the modal share.

Natural England: The UK government's adviser for the natural environment in England. [See here](#).

Nutrient inputs: Man-made nitrogen entering the harbour from sewage treatment works, streams and ground water causing an artificially high level of algal growth. This in turn leads to reduced oxygen levels in the water and mudflats, damaging the animals that live there.

Power Purchase Agreement: An agreement between an organisation that uses electricity and a generator of electricity. The contracts specifies the terms including delivery, price and payment, etc. Typically these are long-term agreements.

PV: This stands for photovoltaic. Photovoltaic panels generate electricity using energy from the sun. Also known as solar panels.

Renewable energy: Renewable energy covers energy flows that occur naturally and repeatedly in the environment - from the wind, the fall of water, the movement of the oceans, from the sun and also from biomass and deep geothermal heat.

Scopes 1, 2 and 3: For those organisations using the operational control approach to greenhouse gas accounting, scope 1 emissions are from activities or emission sources that are controlled day-to-day. They occur directly from those activities or sources, i.e. a vehicle exhaust pipe.

Scope 2 and scope 3 emissions are indirect emissions. They occur as a result of activities over which the reporting organisation does not have control e.g. a power station generating electricity or at the paper mill of the company making its stationery. However, the reporting organisation has influence over these emissions, which is why they are reported. Scope 2 is a special category of indirect emissions

covering electricity, heat, steam and cooling that has been acquired (usually purchased). See the [GHG Protocol Corporate Standard](#) for more information.

Solar thermal: This technology heats water using the energy of the sun, which can then be used for washing.

Strategic Wildlife Corridors: Wildlife needs connected habitats to move around within to find food and mates. Open areas pose a predation threat and many species won't cross them. The corridors identify ecological networks of existing wildlife habitats that run north-south connecting the South Downs National Park to Chichester and Pagham Harbours. They provide an essential function in allowing the movement of species, preventing isolation of populations and degradation of designated sites whilst also functioning as green infrastructure.

tCO₂e: This stands for metric tonnes of carbon dioxide equivalent. The global warming caused by gases is standardised to the warming caused by one unit of carbon dioxide hence carbon dioxide equivalent.

United Nations Paris Agreement: This is a United Nations agreement reached on 12 December 2015 to reduce global temperature rise this century. Using pre-industrial levels of temperature rise as a baseline, the agreement is to keep the temperature rise to well below two degrees Celsius and to work to keep it below 1.5 degrees Celsius. There are more aspects to the agreement which are explained [here](#).

Woodland Carbon Unit: This a tonne of carbon dioxide that has been stored in a woodland managed according to the Woodland Carbon Code, which is a UK scheme. It can be sold by the owner of the woodland to an organisation that wants to use it to offset its GHG emissions. See [here](#) for more information.

Woodland Trust: A UK woodland conservation charity. See [here](#) for more information.

This page is intentionally left blank