

# Appendix 3

## Planning, Health and Environmental Protection Recovery Report - Project Index




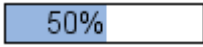

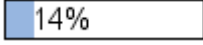
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### 1. Supporting the Housing and Construction Industry

Status	Project Code	Project Title	Due Date	Managed By	Progress
	PHEPR 01	Interim Guidance Statement on Housing Delivery / Toby Ayling	30-Nov-2020 (Was Sept 2020)	Planning Policy Division - Toby Ayling	<div style="width: 40%;"><div style="width: 40%;"></div></div> 40%
	PHEPR 02	Delivery of Known Development Sites/ Toby Ayling & Tony Whitty	31-Dec-2020	Planning Policy Division - Toby Ayling	<div style="width: 33%;"><div style="width: 33%;"></div></div> 33%
	PHEPR 03	Actions to Support Development Viability / Toby Ayling & Tony Whitty	31-Dec-2020	Development Management Division - Tony Whitty	<div style="width: 100%;"><div style="width: 100%;"></div></div> 100%
	PHEPR 04	Engagement with Developers/Registered Providers / Toby Ayling & Tony Whitty	31-Dec-2020	Development Management Division - Tony Whitty	<div style="width: 100%;"><div style="width: 100%;"></div></div> 100%
	PHEPR 05	Review Draft Planning Policies in Local Plan Review / Toby Ayling	31-Dec-2020	Planning Policy Division - Toby Ayling	<div style="width: 20%;"><div style="width: 20%;"></div></div> 20%
	PHEPR 06	Responsive Planning Process and Implementation of Permissions / Tony Whitty	28-Feb-2021 (Was Dec 2020)	Development Management Division - Tony Whitty	<div style="width: 40%;"><div style="width: 40%;"></div></div> 40%
	PHEPR 07	Consider Local Development Orders / Tony Whitty	28-Feb-2021 (Was Dec 2020)	Development Management Division - Tony Whitty	<div style="width: 0%;"><div style="width: 0%;"></div></div> 0%
	PHEPR 08	Review Development Management Team Structures / Tony Whitty	31-Jan-2021 (Was Dec 2020)	Development Management Division - Tony Whitty	<div style="width: 33%;"><div style="width: 33%;"></div></div> 33%
	PHEPR 09	Review Scheme of Delegation and Red Card Procedure / Tony Whitty	31-Mar-2021	Development Management Division - Tony Whitty	<div style="width: 0%;"><div style="width: 0%;"></div></div> 0%

### 2. Health Protection Moving Forward

Status	Project Code	Project Title	Due Date	Managed By	Progress
	PHEPR 10	Support for the National Test and Trace System / Alison Stevens	31-Mar-2021	Health and Environment Division - Alison Stevens	<div style="width: 40%;"><div style="width: 40%;"></div></div> 40%
	PHEPR 11	Business Support as part of High Street Recovery Group / Alison Stevens	31-Mar-2021	Health and Environment Division - Alison Stevens	<div style="width: 66%;"><div style="width: 66%;"></div></div> 66%

Status	Project Code	Project Title	Due Date	Managed By	Progress
	PHEPR 12	Recommence Food Hygiene Programme / Alison Stevens	31-Mar-2021 (Was July 2020)	Health and Environment Division - Alison Stevens	
	PHEPR 13	Implement Recommendations from Environmental Health Service Review / Alison Stevens	31-Mar-2021 (Was Dec 2020)	Health and Environment Division - Alison Stevens	


### 3. Building Healthy Communities and Protecting the Environment in Recovery


Status	Project Code	Project Title	Due Date	Managed By	Progress
	PHEPR 14	Complete Road Space Reallocation Work / Alison Stevens	31-Aug-2020	Health and Environment Division - Alison Stevens	
	PHEPR 15	Review Draft Planning Policies in Local Plan Review / Toby Ayling	30-Apr-2022	Planning Policy Division - Toby Ayling	
	PHEPR 16 (SD EP 19)	Climate Change Action Plan / Alison Stevens	31-Mar-2021 (Was Jan 2021)	Health and Environment Division - Alison Stevens	
	PHEPR 17 (SD EP 12)	Produce Air Quality Action Plan for 2020-2025 / Simon Ballard	31-Jul-2021 (Was March 2021)	Health and Environment Division - Alison Stevens	
	PHEPR 18 (SD EP 13)	Local Cycling and Walking Strategy / Simon Ballard	31-Mar-2021	Health and Environment Division - Alison Stevens	


# Planning, Health, and Environmental Protection Recovery Report - Project Detail

Generated on: 08 October 2020


## 1. Supporting the Housing and Construction Industry


	<b>PHEPR 01 Interim Guidance Statement on Housing Delivery / Toby Ayling</b>			
<b>Description</b>	<p><b>Description:</b> Adopt Interim Guidance Statement on Housing Delivery  <b>Lead Officer:</b> Toby Ayling  <b>Timescale:</b> Short Term (0-3 months)  <b>Member Engagement:</b> Cabinet member, DPIP, Planning Committee  <b>Community/Partnership Engagement:</b> External consultation  <b>Financial Implications:</b> None</p> <p>This project is included in the '<b>Supporting the Housing and Construction Industry</b>' and '<b>Building Healthy Communities and Protecting the Environment in Recovery</b>' objectives.</p>	<b>Overall Due Date</b>	30-Nov-2020 (Was Sept 2020)	
	<b>Milestones</b>	<b>Due Date</b>	<b>Completed</b>	<b>Completed Date</b>
	Report to Planning Committee to approve and agree consultation	03-Jun-2020	Yes	03-Jun-2020
	4 week consultation period ends	31-Jul-2020	Yes	03-Sep-2020
	Inclusion of guidance to emphasise LP policies that support healthy communities	04-Nov-2020	No	
	Report to Planning Committee to agree final version	04-Nov-2020	No	
	Report to DPIP to note only	12-Nov-2020	No	
<b>Latest Update</b>	<p>05-Oct-2020 No change since previous update.</p> <p>Consultation closed 31 July 2020. Responses currently being processed. Responses included a number of complex issues which will require further consideration. As the draft IPS is now in place, it is considered appropriate for the follow up report including proposals for a final version to go to Planning Committee on 4 November 2020.</p>			

	<b>PHEPR 02 Delivery of Known Development Sites/ Toby Ayling &amp; Tony Whitty</b>			
<b>Description</b>	<b>Description:</b> Prioritise progress on the delivery of known development sites and inviting developers to intensify and speed up development. <b>Lead Officer:</b> Toby Ayling & Tony Whitty <b>Timescale:</b> Medium Term (3 - 6 months) <b>Member Engagement:</b> Cabinet, Council, Planning Committee <b>Community/Partnership Engagement:</b> Tangmere PC, planning process <b>Financial Implications:</b> None	<b>Overall Due Date</b>	31-Dec-2020	
<b>Milestones</b>		<b>Due Date</b>	<b>Completed</b>	<b>Completed Date</b>
Make CPO at Tangmere		31-Oct-2020	No	
Submission of Planning Application for Tangmere SDL		31-Oct-2020	No	
Agree planning strategy and programme for Southern Gateway		31-Dec-2020	No	
Assess scope for more intensive development at suitable sites in HELAA		31-Dec-2020	Yes	01-Oct-2020
Council Resolution to make CPO at Tangmere		31-Dec-2020	Yes	22-Sep-2020
Report to Planning Committee - date(s) TBC			No	
<b>Latest Update</b>	07-Oct-2020 HELAA published showing capacity for an additional 464 dwellings across the Local plan area on a range of potential development sites. A draft Planning Strategy has been submitted by the proposed developers and officers have provided feedback on the contents of this document. A programme is currently being compiled for submission by the developer.			


	<b>PHEPR 03 Actions to Support Development Viability / Toby Ayling &amp; Tony Whitty</b>			
<b>Description</b>	<b>Description:</b> Actions to support development viability <b>Lead Officer:</b> Toby Ayling & Tony Whitty <b>Timescale:</b> Medium Term (3 - 6 months) Dependent on publication of revised Regs. (envisaged Sept 2020). <b>Member Engagement:</b> Cabinet <b>Community/Partnership Engagement:</b> <b>Financial Implications:</b> None	<b>Overall Due Date</b>	31-Dec-2020	
<b>Milestones</b>		<b>Due Date</b>	<b>Completed</b>	<b>Completed Date</b>
Update CIL processes and website to implement increased flexibility for SME developers		31-Jul-2020	Yes	31-Jul-2020

Implement changes to CIL Regs to support small & medium sized developers	30-Sep-2020	Yes	03-Sep-2020
Instruct officers to engage with developers to reprofile Section 106 payments, where justified by viability	31-Dec-2020	Yes	15-Sep-2020
<b>Latest Update</b>	05-Oct-2020 Action largely completed. Further requests from developers will be considered as and when required		


	<b>PHEPR 04 Engagement with Developers/Registered Providers / Toby Ayling &amp; Tony Whitty</b>			
<b>Description</b>	<b>Description:</b> Programme of engagement with Developers/Registered Providers <b>Lead Officer:</b> Toby Ayling & Tony Whitty <b>Timescale:</b> Medium Term (3 - 6 months) <b>Member Engagement:</b> Cabinet/Council, DPIP <b>Community/Partnership Engagement:</b> <b>Financial Implications:</b> None	<b>Overall Due Date</b>	31-Dec-2020	
<b>Milestones</b>		<b>Due Date</b>	<b>Completed</b>	<b>Completed Date</b>
Initial contact with to establish anticipated delivery rates on allocated sites and sites with planning permission		15-Jul-2020	Yes	30-Jun-2020
Consider outcomes of further contact with developers and assess if any additional actions are warranted - ongoing		31-Dec-2020	Yes	15-Sep-2020
Instruct officers to engage and provide appropriate advice to requests from developers to increase development density of already permitted sites.		31-Dec-2020	Yes	15-Sep-2020
<b>Latest Update</b>	05-Oct-2020 Ongoing contact with developers to be undertaken to identify any additional actions.			

	<b>PHEPR 05 Review Draft Planning Policies in Local Plan Review / Toby Ayling</b>			
<b>Description</b>	<b>Description:</b> Review draft planning policies in Local Plan review <b>Lead Officer:</b> Toby Ayling <b>Timescale:</b> Medium Term (3.6 months) <b>Member Engagement:</b> Cabinet/Council, DPIP <b>Community/Partnership Engagement:</b> Local Plan consultation <b>Financial Implications:</b> None	<b>Overall Due Date</b>	31-Dec-2020	
<b>Milestones</b>		<b>Due Date</b>	<b>Completed</b>	<b>Completed Date</b>


Commission update to Retail Study (see also ER 07)	31-Aug-2020	Yes	21-Aug-2020
Finalise Housing and Economic Development Needs Assessment (HEDNA) and report to DPIIP	15-Oct-2020	No	
Finalise update to Retail Study and report to DPIIP (see also ER 07)	17-Dec-2020	No	
Inclusion of guidance to emphasise LP policies that support healthy communities	31-Dec-2020	No	
Review emerging policies (including retail and horticulture) in light of evidence	31-Dec-2020	No	
<b>Latest Update</b>	<p>05-Oct-2020 First draft consultants' report received 22 September. Consultants advised 28 Sept that new data will be released by Experian in the next few weeks to cover expenditure, home shopping projections etc, which take into account their view of the impacts of Covid. It is considered worth waiting for a few weeks to enable the study to take account of this data (which was previously expected to only be available at the end of this calendar year).</p> <p>HEDNA report still being finalised by consultants.</p>		


	<b>PHEPR 06 Responsive Planning Process and Implementation of Permissions / Tony Whitty</b>			
<b>Description</b>	<p><b>Description:</b> Making planning processes more responsive and efficient and encourage implementation of permissions  <b>Lead Officer:</b> Tony Whitty  <b>Timescale:</b> Medium Term (3 - 6 months)  <b>Member Engagement:</b> Planning Committee, Cabinet  <b>Community/Partnership Engagement:</b> Developers, Parish Councils  <b>Financial Implications:</b> None</p>	<b>Overall Due Date</b>	28-Feb-2021 (Was Dec 2020)	
	<b>Milestones</b>	<b>Due Date</b>	<b>Completed</b>	<b>Completed Date</b>
	Officer review of Local Validation List (see also SD DM 02)	31-Aug-2020	Yes	01-Aug-2020
	Officer review of Pre Planning Application Advice Scheme	01-Sep-2020	Yes	07-Aug-2020
	Seek endorsement of Local Validation List by Planning Committee	09-Sep-2020	Yes	09-Sep-2020
	Implement new Local Validation List	31-Oct-2020	No	
	Report Pre-Planning Application Advice Scheme to Cabinet	03-Nov-2020	No	
	Investigate use of fast track planning services and form proposals (if feasible)	01-Dec-2020	No	

Implement new Pre-Planning Application Advice Scheme	31-Dec-2020	No	
Use of shorter permission implementation periods	31-Dec-2020	Yes	06-Oct-2020
Report to Cabinet on potential for use of fast track planning services	02-Feb-2021	No	
Introduce Fast Track Planning Services (see also SD DM 05)	28-Feb-2021	No	
<b>Latest Update</b>	<p>06-Oct-2020 <b>Local Validation List</b> – Endorsement from Planning Committee on 9 September – Incorporating for publication and use to start on 31 October 2020</p> <p><b>Fast Track Planning Services</b> – Scope to be reviewed following governments announcements around Planning reform</p> <p><b>Review Pre-Planning Advice Scheme</b> – Officers completed review &amp; proposals formed. Proposals to be reported to Recovery Group then to Cabinet before adoption of new scheme.</p> <p><b>Use of shorter permission implementation periods</b> – Already implemented where appropriate and forms part of Interim Guidance Statement on Housing Delivery</p>		

	<b>PHEPR 07 Consider Local Development Orders / Tony Whitty</b>			
<b>Description</b>	<p><b>Description:</b> Consider use of Local Development Orders (granting automatic planning permission for specified uses / development)</p> <p><b>Lead Officer:</b> Tony Whitty</p> <p><b>Timescale:</b> Medium Term (3 - 6 months)</p> <p><b>Member Engagement:</b> Planning Committee, Cabinet</p> <p><b>Community/Partnership Engagement:</b> Developers, Parish Councils</p> <p><b>Financial Implications:</b> None</p>	<b>Overall Due Date</b>	28-Feb-2021 (Was Dec 2020)	
<b>Milestones</b>		<b>Due Date</b>	<b>Completed</b>	<b>Completed Date</b>
Assess scope for LDOs		31-Oct-2020	No	
Report to Recovery Group		30-Nov-2020	No	
Report to Planning Committee		06-Jan-2021	No	
Report to Cabinet		02-Feb-2021	No	
Instigate legal process for creation of any identified LDOs		16-Feb-2021	No	

<b>Latest Update</b>	06-Oct-2020 Officer group to be convened in October 2020 to scope out options
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	<b>PHEPR 08 Review Development Management Team Structures / Tony Whitty</b>			
<b>Description</b>	<b>Description:</b> Review Development Management team structures <b>Lead Officer:</b> Tony Whitty <b>Timescale:</b> Medium Term (3 - 6 months) <b>Member Engagement:</b> Cabinet Member <b>Community/Partnership Engagement:</b> <b>Financial Implications:</b> None	<b>Overall Due Date</b>	31-Jan-2021 (Was Dec 2020)	
<b>Milestones</b>		<b>Due Date</b>	<b>Completed</b>	<b>Completed Date</b>
Officer review of team structures as part of efficiency review		30-Sep-2020	Yes	21-Sep-2020
Review of team structures to ensure focused on recovery		31-Dec-2020	No	
Report to Recovery Group		31-Jan-2021	No	
<b>Latest Update</b>	06-Oct-2020 Team structures currently being reviewed as part of efficiency work – to report additional measures to ensure focus on recovery in due course			

	<b>PHEPR 09 Review Scheme of Delegation and Red Card Procedure / Tony Whitty</b>			
<b>Description</b>	<b>Description:</b> Review Scheme of Delegation and Red Card Procedure <b>Lead Officer:</b> Tony Whitty <b>Timescale:</b> Long Term (6 - 12 months) <b>Member Engagement:</b> Cabinet Member, Cabinet/Council <b>Community/Partnership Engagement:</b> <b>Financial Implications:</b> None	<b>Overall Due Date</b>	31-Mar-2021	
<b>Milestones</b>		<b>Due Date</b>	<b>Completed</b>	<b>Completed Date</b>
Options for consideration by Recovery Group		30-Nov-2020	No	
Review procedure and assess options for amendment		31-Dec-2020	No	
Report to Recovery Group		31-Jan-2021	No	
Report to Cabinet		02-Mar-2021	No	




Report to Council	02-Mar-2021	No	
<b>Latest Update</b>	06-Oct-2020 Officers to form options for amendment and present to Recovery Group		

## 2. Health Protection Moving Forward


	<b>PHEPR 10 Support for the National Test and Trace System / Alison Stevens</b>			
<b>Description</b>	<b>Description:</b> Support WSCC in its role in the national Test and Trace system <b>Lead Officer:</b> Alison Stevens <b>Timescale:</b> Long Term (6 - 12 months). From June 2020 <b>Member Engagement:</b> Cabinet Member <b>Community/Partnership Engagement:</b> <b>Financial Implications:</b> None	<b>Overall Due Date</b>	31-Mar-2021	
	<b>Milestones</b>	<b>Due Date</b>	<b>Completed</b>	<b>Completed Date</b>
	Develop a Covid 19 Prevention Plan	10-Sep-2020	Yes	30-Sep-2020
	Secure funding from WSCC emergency fund for Covid 19 EHO	10-Sep-2020	Yes	20-Sep-2020
	Recruit Covid 19 EHO	15-Oct-2020	No	
	Finalise MOU with partner agencies for enforcement of Covid 19 legislation	30-Oct-2020	No	
	Support the Covid 19 Health Protection Board and Operational Group, including outbreak investigation	31-Mar-2021	No	
<b>Latest Update</b>	<b>05-Oct-2020 A Covid 19 Prevention Plan has being produced, defining preventative measures and outbreak management strategies for high risk workplaces, communities and locations. Currently, significant work is on-going with event organisers in partnership with WSCC Public Health teams and CDC Licensing teams to ensure events are run in accordance with Covid 19 safety rules. CDC continues to work with other D&amp;Bs and WSCC on the enforcement of the various Covid 19 regulations and is producing MOUs to ensure effective enforcement action when needed. With the additional funding from the WSCC Covid 19 Emergency Fund, CDC is attempting to recruit additional staff resource to support local businesses and communities in working safely with Covid 19 and to assist regional PH teams in the event of an outbreak.</b>			

	<b>PHEPR 11 Business Support as part of High Street Recovery Group / Alison Stevens</b>		
<b>Description</b>	<b>Description:</b> Business support and advice for social distancing as part of CDC officers	<b>Overall Due Date</b>	31-Mar-2021


	High Street Recovery Group <b>Lead Officer:</b> Alison Stevens <b>Timescale:</b> Long Term (6 - 12 months). From June 2020 <b>Member Engagement:</b> Cabinet Member <b>Community/Partnership Engagement:</b> <b>Financial Implications:</b> None		
	<b>Milestones</b>	<b>Due Date</b>	<b>Completed</b>
	Recruit 2 Covid Information Officer	30-Sep-2020	Yes
	Attend CDC Officers High Street Recovery Group Meetings and advise as required - ongoing (see also ER 04)	31-Mar-2021	Yes
	Continue to provide support to businesses - ongoing	31-Mar-2021	No
<b>Latest Update</b>	05-Oct-2020 Completed. <b>2 Covid 19 Information Recovery Officers have been engaged to provide guidance and support to local businesses, enabling them to be more adaptable through Covid 19.</b>		


	<b>PHEPR 12 Recommence Food Hygiene Programme / Alison Stevens</b>		
<b>Description</b>	<b>Description:</b> Recommence food hygiene programme when requested by Food Standards Agency and inspection of high risk new businesses. <b>Lead Officer:</b> Alison Stevens <b>Timescale:</b> Immediate (0 - 3 months) <b>Member Engagement:</b> Cabinet Member <b>Community/Partnership Engagement:</b> <b>Financial Implications:</b> None	<b>Overall Due Date</b>	31-Mar-2021 (Was July 2020)
	<b>Milestones</b>	<b>Due Date</b>	<b>Completed</b>
	Introduce fast track food hygiene advice revisit service (chargeable)	31-Jul-2020	Yes
	Prepare for restart of food hygiene programme	31-Jul-2020	Yes
	Ensure inspections from the last year programme are completed	31-Dec-2020	No
	Ensure food inspections of high risk premises are undertaken in accordance with the programme - ongoing	31-Mar-2021	No
<b>Latest Update</b>	05-Oct-2020 <b>The Food Standards Agency have deferred the inspection programme until April 2021 however the requirement to</b>		


	<p>inspect premises that were overdue an inspection and are high risk premises remains. The Health Protection team have been primarily diverted to Covid 19; providing business advice, responding to enquiries and public complaints and outbreaks.</p> <p>Discretionary charges for food hygiene advice revisits commenced in September 2020 however there has been little take up of this service.</p>
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	<b>PHEPR 13 Implement Recommendations from Environmental Health Service Review / Alison Stevens</b>			
<b>Description</b>	<p><b>Description:</b> Implement recommendations from Environmental Health Service Review that support business  <b>Lead Officer:</b> Alison Stevens  <b>Timescale:</b> Medium Term (3 - 6 months)  <b>Member Engagement:</b> Cabinet Member  <b>Community/Partnership Engagement:</b>  <b>Financial Implications:</b> Net savings £114,000</p>	<b>Overall Due Date</b>	31-Mar-2021 (Was Dec 2020)	
<b>Milestones</b>		<b>Due Date</b>	<b>Completed</b>	<b>Completed Date</b>
Realign service provision in accordance with the EH Review recommendations		31-Mar-2020	Yes	31-Mar-2020
Recruit staff to new structure		30-Nov-2020	No	
Review and purchase IT infrastructure		30-Nov-2020	No	
Tender for Kennel provision		30-Nov-2020	No	
Deliver channel shift		31-Jan-2021	No	
Deliver e-form availability for food hygiene inspections/advice and service requests		31-Jan-2021	No	
Award kennel contract		31-Mar-2021	No	
<b>Latest Update</b>	<p>05-Oct-2020 Changes in circumstances have resulted in changes to some of the conclusions of the EH Review. The IT infrastructure is subject to further consideration to ensure it is suitable and will achieve required channel shift purpose. The stray dog service and kennelling will be subject to a best value exercise and retendered for 2021/22. Covid 19 work continues to occupy a significant amount of EH resources. Restructuring of Environmental Protection continues with recruitment of staff to new posts.</p>			

### 3. Building Healthy Communities and Protecting the Environment in Recovery


	<b>PHEPR 14 Complete Road Space Reallocation Work / Alison Stevens</b>			
<b>Description</b>	<b>Description:</b> Complete Road space Reallocation work <b>Lead Officer:</b> Alison Stevens <b>Timescale:</b> Immediate (0-3 months) <b>Member Engagement:</b> Cabinet Member <b>Community/Partnership Engagement:</b> <b>Financial Implications:</b> Reopening High Streets Safely Fund (CDC) / Emergency Active Travel Fund (WSCC)	<b>Overall Due Date</b>	31-Aug-2020	
<b>Milestones</b>		<b>Due Date</b>	<b>Completed</b>	<b>Completed Date</b>
Complete input into CDC 'High Street' action plan		31-Aug-2020	Yes	03-Sep-2020
Complete input into Road space Reallocation work with WSCC		31-Aug-2020	Yes	03-Sep-2020
<b>Latest Update</b>	05-Oct-2020 05-Oct-2020Completed.			

	<b>PHEPR 15 Review Draft Planning Policies in Local Plan Review / Toby Ayling</b>			
<b>Description</b>	<b>Description:</b> Progress Local Plan review to adoption <b>Lead Officer:</b> Toby Ayling <b>Timescale:</b> Longer Term (12 months +) <b>Member Engagement:</b> Cabinet/Council <b>Community/Partnership Engagement:</b> External consultation <b>Financial Implications:</b> None	<b>Overall Due Date</b>	30-Apr-2022	
<b>Milestones</b>		<b>Due Date</b>	<b>Completed</b>	<b>Completed Date</b>
Inclusion of general health and wellbeing policy (S21) in draft Local Plan		31-Jul-2020	Yes	31-Jul-2020
Inclusion of specific policy requirements for health & well-being in addition to other policies that indirectly contribute to building healthy communities		31-Dec-2020	No	
<b>Latest Update</b>	05-Oct-2020 October DPIP report sets out next steps for Local Plan review including arrangements for Members to consider distribution of development. Timetable under review, including drafting of detailed policies.			

	<b>PHEPR 16 (SD EP 19) Climate Change Action Plan / Alison Stevens</b>			
<b>Description</b>	<b>Description:</b> Draft detailed Climate Change Action Plan <b>Lead Officer:</b> Alison Stevens <b>Timescale:</b> Long Term (6 - 12 months) <b>Member Engagement:</b> Environment Panel, Cabinet <b>Community/Partnership Engagement:</b> Consultation? <b>Financial Implications:</b> TBC	<b>Overall Due Date</b>	31-Mar-2021 (Was Jan 2021)	
	<b>Milestones</b>	<b>Due Date</b>	<b>Completed</b>	<b>Completed Date</b>
	Recruit Climate Change Officer	31-May-2020	Yes	11-May-2020
	Report to Environment Panel - Full Climate Change Action Plan approved for public consultation	17-Aug-2020	Yes	17-Aug-2020
	Report to Cabinet - Full Climate Change Action Plan approved for public consultation	08-Sep-2020	Yes	08-Sep-2020
	Full Climate Change Action Plan out for public consultation	30-Sep-2020	Yes	25-Sep-2020
	Set up and initiate Low Carbon Chichester Fund project	30-Sep-2020	No	
	Approval of full Climate Change Action Plan by Environment Panel	23-Nov-2020	No	
	Approval of full Climate Change Action Plan by Cabinet	05-Jan-2021	No	
	Deliver action points 1-7 and commence action points 8-22 of the initial Climate Change Action Plan	31-Mar-2021	No	
	Report on the feasibility of a District-wide fund for delivery of carbon reduction and biodiversity projects	31-Mar-2021	No	
<b>Latest Update</b>	21-Sep-2020 The legal agreement for Low Carbon Chichester is with Linden Homes for agreement. The draft CCAP went to EP in August and is now out for consultation. The consultation responses will be returning to EP in November and Cabinet in January 2021.			

	<b>PHEPR 17 (SD EP 12) Produce Air Quality Action Plan for 2020-2025 / Simon Ballard</b>			
<b>Description</b>	<b>Description:</b> Rewrite and re-adoption of the Air Quality Action Plan (AQAP) <b>Expected Outcome:</b> Policy will be informed by an updated understanding of local pollution sources due to modelling. Align with Chichester Vision. Provide better basis from which to bid for grants.	<b>Overall Due Date</b>	31-Jul-2021 (Was March 2021)	

	<b>Lead Officer:</b> Simon Ballard <b>Timescale:</b> Long Term (6 - 12 months) <b>Member Engagement:</b> Environment Panel, Cabinet <b>Community/Partnership Engagement:</b> External consultation <b>Funding Source:</b> From existing resources			
Milestones		Due Date	Completed	Completed Date
Undertake AQ modelling to inform the new AQAP		01-Jun-2020	Yes	30-Jul-2020
Report to Environment Panel - draft AQAP for consultation		22-Jan-2021	No	
Report to OSC - draft AQAP		26-Jan-2021	No	
Report to Cabinet - Draft AQAP for consultation		02-Mar-2021	No	
Consultation on draft AQAP complete		26-Apr-2021	No	
Report to Environment Panel - consultation results and recommendation to adopt AQAP		14-Jun-2021	No	
Report to Cabinet - Consultation results and recommendation to adopt AQAP		06-Jul-2021	No	
Adopt AQAP		27-Jul-2021	No	
<b>Latest Update</b>	06-Oct-2020 EV charging paper written for Environment Panel. AQ modelling paper written for Environment Panel. AQ modelling finalised. Update to be provided to Environment Panel about the DEFRA AQ grant. LCWIP report presented at Cabinet and approved for public consultation. Milestones updated as per SB/AS.			

	<b>PHEPR 18 (SD EP 13) Local Cycling and Walking Strategy / Simon Ballard</b>			
<b>Description</b>	<b>Description:</b> Procure and manage consultancy support to deliver a Local Cycling and Walking Infrastructure Plan (LCWIP), which will provide clarity to the priority order in which infrastructure should be delivered. <b>Lead Officer:</b> Simon Ballard <b>Timescale:</b> Long Term (6 - 12 months) <b>Member Engagement:</b> Environment Panel, Cabinet <b>Community/Partnership Engagement:</b> External consultation <b>Funding Source:</b> From existing resources	<b>Overall Due Date</b>	31-Mar-2021	
Milestones		Due Date	Completed	Completed Date
Cabinet report to seek approval to spend the BRP grant monies for the employment of		04-Mar-2019	Yes	05-Mar-2019

an LCWIP consultant			
Invite tenders for the production of an LCWIP	20-Mar-2019	Yes	31-Mar-2019
Form contract with chosen consultant	26-Apr-2019	Yes	30-Apr-2019
Delivery of final report from chosen consultant	31-May-2020	Yes	03-Sep-2020
Report to Environment Panel - draft LCWIP for consultation	17-Jun-2020	Yes	03-Sep-2020
Report to Cabinet to approve draft LCWIP for consultation	07-Jul-2020	Yes	03-Sep-2020
Report to DPIIP to approve LCWIP following consultation	17-Dec-2020	No	
Report to Cabinet to approve LCWIP following consultation	05-Jan-2021	No	
Implementation of findings	31-Mar-2021	No	
<b>Latest Update</b>	21-Sep-2020 LCWIP report presented at Cabinet and approved for public consultation commencing 18 Sept for 6 weeks.		