

Appendix 1

2023 Annual Progress Report on Chichester District Council's Climate Emergency Detailed Action Plan

Introduction

Colour coding is used to show if projects are underway (green), may not be initiated/completed on time (amber), or have not been initiated/completed on time or are not expected to be (red). No colour has been assigned if the project start date has not yet been reached and the project has not begun. "Dark purple with white writing" indicates a project is completed. Light purple indicates that the Council has completed its part and is waiting on others to complete work. Blue indicates an action that has been closed as we are unable to complete it. If greenhouse gas mitigation actions have taken place in addition to those originally in the plan, they are listed in the appropriate section.

Below the colour coding for progress on projects, letters have been assigned to indicate the degree of influence that the council has over the action, with the letter A indicating direct control and the letter F indicating the least level of control where the council can influence emission reductions only through raising awareness and involving local people and organisations in seeking solutions. This is summarised in Table 1. This is based on Figure 1, which has been taken from a report entitled "Local Authorities and the Sixth Carbon Budget" published by the Climate Change Committee, the Government's advisers on meeting the UK's carbon budgets.

Table 1: Council's degree of influence over actions - categories

Category	Description
A: Direct control	Buildings, operations, travel
B: Procurement	Procurement, commissioning, commercialisation
C: Place-shaping	Using powers to control development and transport
D: Showcasing	Innovating, piloting, showcasing best practice, scaling and replicating.
E: Partnerships	Leading, bringing people and organisations together, coordinating and supporting others, joining others' partnerships.
F: Involving, Engaging and Communicating	Translating global and national targets on climate change for local relevance, engaging with stakeholders to raise awareness, involving people in ideas for local solutions.

Figure 1: How local authorities control and influence emissions



Source: 'Onion diagram' based on internal Centre for Sustainability model and amended for this report.

Table 2: Progress on actions in action plan since interim progress report to Environment Panel in June 2023

CDC processes

	Actions	Target start date unless stated otherwise	Services involved in delivery	Named officer
3.2 On-going	Climate Emergency Officer Group established	First quarter 2021	Senior Leadership Team, other services.	Alison Stevens, Divisional Manager Environmental and Health Protection
A: Direct Control	<p>The working group has split into two: one for sustainable events guidance and one to look at buildings and vehicles.</p> <p>The Sustainable Events Guidance working group met in August to review draft guidance. However, it has been noted that Vision: 2025, the UK outdoor event industry's steering group for environmental sustainability, has been commissioned by the Event Industry Forum's (EIF) Purple Grants Fund, to write a new chapter of the Purple Guide on Environmental Sustainability for events. It</p>			

	Actions	Target start date unless stated otherwise	Services involved in delivery	Named officer
	was decided to hold off final guidance until the Purple Guidance has been updated and incorporate that into our guidance. The buildings and vehicles working group had meetings on 19 July 2023 and 31 October 2023. The issues discussed are covered under other headings in this report.			
3.3 On-going	A half-yearly progress report to Environment Panel.	On-going.	Environmental Strategy Unit (ESU) to co-ordinate reporting by CDC teams.	Tom Day, Environmental Strategy Manager
A: Direct Control	The frequency of progress reports has been reduced to half-yearly due to a reduction in the frequency of the Environment Panel meetings.			
3.4 On-going	An annual report to full Council.	First report from the date of the adoption of the detailed action plan.	ESU to co-ordinate reporting by CDC teams.	Tom Day, Environmental Strategy Manager
A: Direct Control	Next annual report is due January 2025.			
3.5 On-going	Review of statutory and non-statutory plans and policies together with recommendations for changes, to be reported back to Environment Panel and Cabinet.	Review will be a rolling programme, schedule determined by individual policy review dates.	All services	Andrea Smith, Carbon Reduction Project Manager, to assist services.
A: Direct Control	Ongoing. Service plans are reviewed annually to ensure opportunities for greenhouse gas mitigation are identified and actioned. No new issues were identified.			
3.6 On-going	Training for council decision-makers	Initiated March 2021 then ongoing.	ESU	Sara Osman, Specialist Environment Officer
A: Direct Control	Carbon Literacy training has been delivered to 86% of managers and team leaders. Eighteen Members undertaken training in October 2023. Evaluation shows that following the training managers had a better understanding of climate change and the impact the council can make. They also had clearer ideas of practical examples needed to tackle climate change.			

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	<p>The training has led to greater communication within the organisation and outside of work. About a quarter completed both the pre- and post-training surveys. Of these, 100% of managers/team leaders said they talked about climate change more often to friends & family, 93% talked more often about climate change to colleagues at work and 87% talked more often to people they delivered work to.</p> <p>The training is yet to be reviewed to decide whether to roll out the training further and whether to opt to become accredited as a Carbon Literate Organisation (CLO).</p>			
3.7 On-going	Keep funding document up to date.	Ongoing	ESU	Andrea Smith, Carbon Reduction Project Manager
A: Direct Control	Ongoing. This document summarises all known funding sources available to CDC and organisations and individuals in the district.			
3.8 On-going	Ensure integration of environmental criteria into procurement practices.	Ongoing as goods and services are procured.	Legal, ESU	Nicholas Bennett, Divisional Manager, Corporate Services
B: Procurement	New regulations which are understood to include specific reference to assessment of climate impactful factors in selecting tenderers are being drafted by the Government with the intention of making them law in 2024.			
3.9 On-going	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.	ESU working with Growth and Culture teams in relation to data from CDC tenants.	Andrea Smith, Carbon Reduction Project Manager.
E: Partnerships	Following inclusion of some Scope 3 sources in the council's target, the emissions sources included in the target have been stabilised to enable year-on-year comparisons to be reported consistently.			

Area-wide processes

	Actions	Target start date unless otherwise stated	Services involved in delivery	Named officer
5.1 On-going	Existing working groups identified, or new groups established to implement projects to reduce greenhouse gas emissions in the District.	Process initiated by first quarter 2021	Place	Tania Murphy, Divisional Manager, Place
E: Partnerships	<p>The existing groups engaged with are indicated in bold in the text below. A renewable energy working group was established by CDC and is covered under Action 14.1.</p> <p>Chichester Vision Delivery Steering Group meet on a quarterly basis to consider the action plan and progress on projects. Projects are included which will directly or indirectly assist with carbon reductions and sustainability. One project in the original Vision was to pedestrianise West Street adjacent to the cathedral, opening up the space for market stalls and events.</p> <p>Selsey Town Council has been working on a project to revitalise the park on Hillfield Rd. The aim is to make it an interactive space in which children and adults can learn about the natural environment.</p> <p>The Manhood Peninsula Partnership Officer (MPPO) has been working with Selsey Town Council to progress wayfinding in the town. Seal wayfinding figures that follow a design similar to the seals created for the Seals around Selsey project lead the viewer on foot between the High Street and East Beach Green and link to the Destination Selsey website via QR codes. The project has been completed.</p> <p>Local food production is being supported by MPPO through working in partnership (the CHASM project) to investigate whether declining crab and lobster catches in the Selsey fishery area are related to increased sediment volumes and pollution. Analysis of data acquired from the seawater monitoring units (sonde units) in Chichester Harbour is being undertaken, with the aim being to assess changes in water quality over time, and between locations. A paper is being produced by the universities of Brighton, Southampton, and Portsmouth summarising findings to date, and projecting next steps.</p>			

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	<p>East Wittering & Bracklesham Parish Council carried out public consultation on village centre improvements and landscaping. Landscaping could include scope for additional trees. Other suggestions include reducing traffic flow, including town centre traffic.</p> <p>Petworth Vision has benefitted from Vision funding from CDC for community IT training, which can assist with reducing the need to travel. The training was for residents of Petworth and the surrounding areas and includes online banking and shopping, using Zoom and Skype, and IT security.</p> <p>Midhurst Vision: Project ideas have been developed into a masterplan, working with the key stakeholders to ensure coordination with other proposed works. Following engagement with the wider public, a number of projects which will improve the public realm and access around the town are being progressed. This includes additional planting and better use of road spaces and projects to encourage alternative forms of transport.</p> <p>CDC has provided a grant to South Downs National Park Authority, which links to the Midhurst Vision Project, to improve walking and cycling facilities in the town centre. This relates to the declaration of the Air Quality Management Area at Rumbold's Hill but should also assist in mitigating carbon dioxide emissions.</p> <p>UK Shared Prosperity Fund and Rural England Prosperity Fund During 2022, the council applied for a portion of the Government's UK Shared Prosperity Fund (UKSPF) and Rural England Prosperity Fund (REPF) to spend on a variety of projects across the district. The council's application was approved last winter by the Government's Department for Levelling Up, Housing and Communities and the council was allocated £1 million for UKSPF and £700,000 for REPF. The window when organisations could bid to the council for this money closed on 3rd January 2024 and projects are currently in the process of being assessed</p> <p>The purpose of the UKSPF is to help encourage economic growth and improve the quality of life for people across the district. The REPF is intended to support projects which assist businesses and community infrastructure to address particular challenges faced by rural areas.</p> <p>The funding schemes encourage applications which embrace or introduce initiatives to reduce carbon emissions and increase active travel. Projects which have already been approved include solar panels, heat pumps and planting schemes.</p>			

	Actions	Target start date unless otherwise stated	Services involved in delivery	Named officer
	The Specialist Environmental Officer supported a trial Climate Fresk workshop for local environment groups. Climate Fresk is shorter and a more interactive way than a Carbon Literacy course to learn about climate change and may be more suitable to community and resident engagement. Several people were keen to support further workshops as part of a trial to see what interest there would be from the general public on climate education.			
5.2 On-going	Produce details of a costed campaign on key environmental issues, potentially in partnership with WSCC.	2021	Communications, ESU, Wellbeing.	Sarah Parker, Communications Manager
E. Partnerships and F: Engaging with others	<p>CDC works with other West Sussex local authorities to promote behavioural change in the following areas: water saving, walking and cycling, energy efficiency & renewable energy, supporting the local economy, biodiversity, food using a wide variety of approaches.</p> <p>The latest campaign was launched in Autumn 2023 to raise awareness of the range of home energy grants and support available for residents and landlords in the district. This included media relations, radio advertising, social media, advertising through the council's channels, and outdoor advertising.</p>			
5.3 On-going	Let's Talk Panel	2021	Communications, ESU	Sarah Parker, Communications Manager, and Andrea Smith, Carbon Reduction Projects Manager
F: Engaging with others	CDC has over 800 people signed up to its Let's Talk Panel. Each member is made aware of every consultation that the council undertakes. We have worked with the University of Chichester to encourage more involvement of young people. Recently we have been exploring other consultation options including new possible engagement platforms and approaches.			
5.4 On-going	Use existing communication channels to invite further feedback on the climate emergency plan.	2021	Communications, ESU	Sarah Parker, Communications Manager, and Andrea Smith, Carbon Reduction

	Actions	Target start date unless otherwise stated	Services involved in delivery	Named officer
				Projects Manager
F: Engaging with others	Recently we have been exploring other consultation options including new possible engagement platforms and approaches.			
5.5 On-going	Formalise the holding of twice-yearly public meetings to report on progress on the climate emergency action plan.	2021	ESU	Andrea Smith, Carbon Reduction Project Manager and Sara Osman, Specialist Environment Officer
F: Engaging with others	One meeting has been held this year. The second has been postponed as a programme of consultation is being prepared on a new action plan to follow this one which ends in 2025.			
5.6 Completed	Climate film made by young people	Start August 2022	Communities	Jo Losack, Youth Engagement Officer
F: Engaging with others	The Youth Engagement Officer worked with students at Chichester Free School and a professional film company to deliver this project which develops students understanding of climate change and what can be done to mitigate it. It was screened at Chichester cinema at New Park and can be seen on YouTube. Search for Chichester Free School and climate change.			
5.7 Ongoing	Public meetings on sustainability issues	Ongoing	ESU	Sara Osman, Specialist Environment Officer
F: Engaging with others	No further public meetings have been held since June 2023. The Strategic Engagement Officer has delivered presentations to the following groups: The Disability Forum, The Bournes Forum and the Local Community Network.			

Funding

	Actions	Target start date unless otherwise stated	Services involved in delivery	Officer responsible for delivery
6.1 Input required from others	Low Carbon Chichester Fund legal agreement signed, and funds transferred.	June 2021	ESU to lead. Legal to support.	Tom Day Environmental Strategy Manager
E: Partnerships				
6.2 Input required from others	LCCF funding criteria agreed.	2021	ESU, Communications to support.	Tom Day Environmental Strategy Manager
E: Partnerships				
6.3 Input required from others	Manage process of disbursement of funds.	Start 2021 and the ongoing.	ESU	Tom Day, Environmental Strategy Manager and Sara Osman, Specialist Environment Officer
E: Partnerships				
	<p>Graylingwell was a zero-carbon development with an agreement which, at the end of the development, if zero carbon was not achieved, requires the developer to provide money for a carbon offsetting fund. A further tripartite agreement is proposed to enable this fund to be passed to CDC for low carbon projects within the Chichester District. The developer Vistry and Homes England have commissioned the Buildings Hub to independently verify the carbon to be offset from the Graylingwell development that has been completed to date. This work has been delayed from 2021. Once the amount is calculated then the schedule of payments and timescales can be incorporated into the draft legal agreement. Once Vistry and Homes England have reached agreement on the level of funding for the phases of the development completed to date, then CDC can progress the establishment of the fund. The timescales therefore remain outside our control. Once funds are transferred from Vistry to Homes England, then they can be transferred onto CDC. The Environment Panel (with additional representatives from Homes England and Vistry) will then become the governance body for the funds, determining priorities and recommending funding decisions to Cabinet.</p>			
6.4 Closed	Report on feasibility of establishing on-going District-wide fund.	Complete by October 2021	ESU to lead. Planning Policy.	Tom Day Environmental Strategy Manager; Andrea Smith, Carbon

	Actions	Target start date unless otherwise stated	Services involved in delivery	Officer responsible for delivery
				Reduction Project Manager
	<p>This fund was to be aimed at organisations in the district seeking to reduce their greenhouse gas emissions rather than reducing the council's own emissions. It was envisaged that "allowable solution" type contributions from new developments could form a funding source but with the changes introduced nationally under the Future Homes standard this is no longer possible, although the Low Carbon Chichester fund would form a pilot for this type of funding. In light of this, this action is now closed. To note though some £26k of funding for community groups to help address fuel poverty was available through the Shared Prosperity Funding for 2024/25 and applications for this grant (intervention E13) have recently closed and projects are being assessed.</p>			

CDC operations, buildings and land

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
7.1 Completed	Investigate setting up Power Purchase Agreements (PPA) directly with renewable electricity and bio-methane generators.	Start and finish 2023	ESU, Legal, Financial Services.	Andrea Smith Carbon Reduction Project Manager
B: Procurement	Legal and technical advice was procured by the council on this sophisticated form of energy procurement and assessed by a project team including senior financial and legal officers. In light of this assessment, the council has decided not to pursue a PPA option.			
7.3 On-going	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

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
A: Direct Control	The two electric pool cars based at East Pallant House for council staff to use for work journeys have been made available for members of the public to use outside of council hours through the Co-wheels car club. Several members of staff have committed to targets of greener travel including greater use of the EV pool cars on completion of their Carbon Literacy training course.			
7.4 On-going	Factor GHG emissions into the evaluation of the options for the Council's ongoing office requirements and the future use of East Pallant House.	Recommendation on way forward by end of 2024	Business Support, ESU.	Joe Mildred, Divisional Manager Business Support
A: Direct Control	The options appraisal will consider the future office requirements and whether to remain or relocate from East Pallant House, If the preferred option is to remain in at least part of East Pallant House, then significant work will need to be undertaken to improve the energy efficiency of the building. This will form an integral consideration within the forthcoming options appraisal.			
7.6 On-going	Two diesel refuse vehicles to be replaced with electric vehicles.	Dates of arrival are January & March 2023. Duration of trial period is 24 months.	Chichester Contract Services (CCS)	Kevin Carter, Divisional Manager, CCS
A: Direct control	The second of the two electric vehicles arrived in the summer and both vehicles are now in service as a trial. If successful, further electric refuse vehicles could be procured. As the fleet becomes electrified, infrastructure costs will increase to support the increased electrical charging requirements as the current installed capacity at the CCS depot has now been reached. A phased approach to increasing this infrastructure is being developed.			
7.8 May not be initiated/ completed on time.	Optimisation of domestic waste collection routes to reduce mileage	April 2023- March 2025	CCS	Kevin Carter, Divisional Manager, CCS.
A: Direct control	Aim to reduce mileage by 5% against a calendar baseline with consequent reduction in greenhouse gas emissions. It should be noted that as new homes are built more mileage will be required to provide a collection service.			

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
7.9 Not initiated/ completed on time or not expected to be	A project to reduce carbon emissions from Westgate Leisure Centre.	Completion and handover in December 2022.	Leisure Services, ESU, Legal and Procurement	Sarah Peyman, Divisional Manager, Leisure and Cultural Services
A: Direct control	The project has almost been completed. The remaining work to be done involves communications equipment and software to enable remote monitoring of energy system. The project should reduce GHG emissions from the centre by about 23%, but this will not be seen in the October 2022 to September 2023 council carbon footprint as the project was not fully operational.			
7.10 On-going	Trial of an electric van – complete – exploring options to purchase two more	30 th September 2023	Parking Services	Tania Murphy, Divisional Manager, Place
A: Direct control	Following a successful trial of an electric van, the purchase of two electric vans to replace two petrol vans is planned to proceed following approval of the specification for procurement. The purchase of these vehicles will mean that the Parking Services team is fully electric in its fleet.			
7.15	Southern Gateway Regeneration	To be decided.	Estates, Planning Policy, Development Management and Legal	Victoria McKay, Divisional Manager, Property & Growth
F: Partner-ships	Implementation of Southern Gateway Regeneration Plan will have a positive environmental impact because construction will seek to attain the best achievable rating using the BREEAM assessment (Building Research Establishment Environmental Assessment Method) once practical and financial considerations have been taken into account.			
7.16 On-going	Public Conveniences Action Plan	31 March 2023	Place	Tania Murphy, Divisional Manager, Place
A: Direct Control	Refurbishment, improvements and amendments to operations of public conveniences. The project will enable consideration of elements to improve energy efficiency where possible. A report went to the December Cabinet meeting to approve the appointment of the contractor for the works, with works due to start at the end of January.			
7.17 On-going	Bracklesham Bay public	31 August 2023	Estates, Place	Victoria McKay, Divisional Manager, Property & Growth;

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
	conveniences and café options			Tania Murphy, Divisional Manager Place
B: Procurement	Options for the improvement and enhancement of the café and public conveniences building are currently under consideration.			
7.18 On-going	Street lighting	31 March 2024	Place	Tania Murphy, Divisional Manager Place
Procurement	There are 246 lights in place across the car parks and on-street which CDC has responsibility for. The plan is to replace the light head with an LED light rather than replacing the whole streetlight where possible and appropriate. It is proposed that around 80 will be replaced before 31 st March 2024.			
7.19 On-going	Novium museum LED lights	Application outcome before 2024	Leisure and Cultural Services	Sarah Peyman, Divisional Manager, Leisure and Cultural Services
Direct control	Museum manager is applying for a Going Green grant to increase the number of lights switched to LED. This has already occurred in some parts of the building and this application would extend the roll out of LEDs.			

Economy and jobs

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
8.1 On-going	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	On-going,	ESU, Place, Growth, Communities	Sara Osman, Specialist Environmental Officer, Derek Irvine, Growth and Sustainability Officer, James Brigden, Community Engagement Manager, and officers in other service areas.

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
	<p>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.</p>			
<p>F: Engaging with others</p>	<p>The Growth & Sustainability Officer has:</p> <ul style="list-style-type: none"> • Engaged with a broad range of businesses across the district promoting sustainability support and funding opportunities from various third parties e.g. Clean Growth UK, Brighton Energy Partnership and the universities in the region. <p>As a result of information and guidance, a wide range of businesses across our district have now installed renewable energy using local installers, which further benefits the local economy. This investment has made a positive contribution to reducing their carbon footprint and energy bills. WaterScan in Chichester and Selsea Fish and Lobster in Selsey are just two of the companies who have benefitted from solar driven energy systems.</p> <ul style="list-style-type: none"> • Promoted the county-wide "Let's Go Net Zero" Programme for businesses across our district and had encouraging response and take up at two Let's Go Net Zero events hosted by businesses based in our district. Events held at Woodfire Camping in Graffham and Tinwood Estate Vineyard at Halnaker received positive feedback from a wide range of businesses who attended. Participants benefitted from hearing first-hand how local businesses were taking practical steps to reduce their carbon footprint and adapt their working practices. • Hosted a sustainability in business event at Chichester Enterprise Centre on Terminus Road. The event was well attended with 27 attendees participating in the discussions and picking up tips on becoming more sustainable from our expert speakers. • Supported eight local businesses to secure funding from the first round of UK Shared Prosperity Fund and Rural England Prosperity Fund. A key element of all funding requests was 			

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
	<p>ensuring that the impact on the environment and sustainability was addressed for all projects. (See Action 5.1)</p> <ul style="list-style-type: none"> A further sustainability themed event is scheduled for 24 January 2024. Entitled the Sustainable Growth Summit, this event will focus on the food and drink makers, hospitality and tourism sectors and also the supply chains into these major areas of the local economy. We are working in partnership with South Downs National Park and The Great Sussex Way to promote and deliver this event and it will be hosted at the South Downs Centre in Midhurst. 			

Homes

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
9.1 On-going	Secure funding for home energy efficiency and renewable energy measures	Ongoing while funding is available	Housing Standards, ESU	Sara Osman, Specialist Environmental Officer, Liz Reed, Housing Standards Manager
E: Partnerships	<p>9.1a: Government funded grants and schemes:</p> <p>The following paragraphs provide an update on the grant schemes promoted and their uptake.</p> <p>Sustainable Warmth</p> <p>CDC is a member of the Warmer Homes consortium - a partnership of 22 councils that delivers Sustainable Warmth energy improvement funding across the South-East.</p> <p>The Local Authority Delivery scheme (LAD) has now closed and final figures are provided below. LAD provided grants to low-income households where the property is connected to gas for heating.</p> <p>The Home Upgrade Grant (HUG) is for low-income households where the property does not use gas as the main heating source. HUG1 has now closed and final figures are detailed below. HUG2 funding commenced in September 2023 and a new eligibility criterion was introduced to include all properties in areas that fall within bands 1-3 of the Index of Multiple Deprivation (IMD) irrespective of household income. There are three areas in our district that fit this criterion, all within Chichester City. A mailout to eligible houses was sent in September.</p>			

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	<p>The council has received funding through the Warmer Homes programme to support a marketing campaign to promote the Home Upgrade Grant. The Specialist Environment Officer has been working with the PR team on an extensive campaign to promote home energy grants.</p> <p>It has been noted that there is a high drop-out rate for both LAD (77% of applications) and HUG1 (68% of applications). The Specialist Environment Officer has asked for detailed feedback on the low conversion rate from applications to completions.</p> <p><u>Local Authority Delivery (LAD) Phase 3</u> (launched April 2022 and closed September 2023)</p> <table border="1" data-bbox="502 772 1177 1209"> <thead> <tr> <th data-bbox="502 772 954 813">LAD 3</th> <th data-bbox="954 772 1177 813">FINAL FIGURES</th> </tr> </thead> <tbody> <tr> <td data-bbox="502 813 954 853">Applications received</td> <td data-bbox="954 813 1177 853">116</td> </tr> <tr> <td data-bbox="502 853 954 893">Properties completed</td> <td data-bbox="954 853 1177 893">27</td> </tr> <tr> <td data-bbox="502 893 954 934">Measures completed</td> <td data-bbox="954 893 1177 934">35</td> </tr> <tr> <td data-bbox="502 934 954 1167">Measure type:</td> <td data-bbox="954 934 1177 1167"></td> </tr> <tr> <td data-bbox="502 974 954 1014">Loft Insulation</td> <td data-bbox="954 974 1177 1014">10</td> </tr> <tr> <td data-bbox="502 1014 954 1055">Cavity Wall insulation</td> <td data-bbox="954 1014 1177 1055">3</td> </tr> <tr> <td data-bbox="502 1055 954 1095">Solid wall insulation</td> <td data-bbox="954 1055 1177 1095">1</td> </tr> <tr> <td data-bbox="502 1095 954 1135">Solar PV</td> <td data-bbox="954 1095 1177 1135">17</td> </tr> <tr> <td data-bbox="502 1135 954 1167">Heat pump</td> <td data-bbox="954 1135 1177 1167">4</td> </tr> <tr> <td data-bbox="502 1167 954 1209">Funding spent</td> <td data-bbox="954 1167 1177 1209">£186,478</td> </tr> </tbody> </table> <p><u>Home Upgrade Grant (HUG) HUG1</u> (HUG1 launched April 2022 and closed June 2023) (HUG2 launched September 2023 – 46 applications so far)</p> <table border="1" data-bbox="502 1422 1235 1937"> <thead> <tr> <th data-bbox="502 1422 970 1462">HUG 1</th> <th data-bbox="970 1422 1235 1462">FINAL FIGURES</th> </tr> </thead> <tbody> <tr> <td data-bbox="502 1462 970 1503">Applications received</td> <td data-bbox="970 1462 1235 1503">53</td> </tr> <tr> <td data-bbox="502 1503 970 1543">Properties completed</td> <td data-bbox="970 1503 1235 1543">17</td> </tr> <tr> <td data-bbox="502 1543 970 1583">Measures completed</td> <td data-bbox="970 1543 1235 1583">28</td> </tr> <tr> <td data-bbox="502 1583 970 1897">Measure type:</td> <td data-bbox="970 1583 1235 1897"></td> </tr> <tr> <td data-bbox="502 1624 970 1664">Solar PV</td> <td data-bbox="970 1624 1235 1664">8</td> </tr> <tr> <td data-bbox="502 1664 970 1704">Air source heat pump</td> <td data-bbox="970 1664 1235 1704">6</td> </tr> <tr> <td data-bbox="502 1704 970 1744">High retention storage heaters</td> <td data-bbox="970 1704 1235 1744">4</td> </tr> <tr> <td data-bbox="502 1744 970 1785">Cavity wall insulation</td> <td data-bbox="970 1744 1235 1785">2</td> </tr> <tr> <td data-bbox="502 1785 970 1825">Loft insulation</td> <td data-bbox="970 1785 1235 1825">6</td> </tr> <tr> <td data-bbox="502 1825 970 1865">Park home floor insulation</td> <td data-bbox="970 1825 1235 1865">1</td> </tr> <tr> <td data-bbox="502 1865 970 1897">Park home wall insulation</td> <td data-bbox="970 1865 1235 1897">1</td> </tr> <tr> <td data-bbox="502 1897 970 1937">Funding spent</td> <td data-bbox="970 1897 1235 1937">£192,478</td> </tr> </tbody> </table> <p><u>Local Authority Energy Company Obligation (ECO) scheme:</u></p>				LAD 3	FINAL FIGURES	Applications received	116	Properties completed	27	Measures completed	35	Measure type:		Loft Insulation	10	Cavity Wall insulation	3	Solid wall insulation	1	Solar PV	17	Heat pump	4	Funding spent	£186,478	HUG 1	FINAL FIGURES	Applications received	53	Properties completed	17	Measures completed	28	Measure type:		Solar PV	8	Air source heat pump	6	High retention storage heaters	4	Cavity wall insulation	2	Loft insulation	6	Park home floor insulation	1	Park home wall insulation	1	Funding spent	£192,478
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Solar PV	8																																																			
Air source heat pump	6																																																			
High retention storage heaters	4																																																			
Cavity wall insulation	2																																																			
Loft insulation	6																																																			
Park home floor insulation	1																																																			
Park home wall insulation	1																																																			
Funding spent	£192,478																																																			

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery									
	<p>The Energy Company Obligation (ECO) scheme is a legal obligation on energy suppliers to deliver energy efficiency and heating measures to reduce home heating costs for low-income, fuel poor and vulnerable people, and incorporates the replacement of broken heating systems, the upgrade of inefficient systems and the installation of insulation.</p> <table border="1" data-bbox="502 539 1369 701"> <thead> <tr> <th data-bbox="502 539 876 618">ECO (all)</th> <th data-bbox="876 539 1102 618">To June 2023</th> <th data-bbox="1102 539 1369 618">Increase since December 2022</th> </tr> </thead> <tbody> <tr> <td data-bbox="502 618 876 658">Households receiving ECO</td> <td data-bbox="876 618 1102 658">3,106</td> <td data-bbox="1102 618 1369 658">14</td> </tr> <tr> <td data-bbox="502 658 876 701">Measures installed</td> <td data-bbox="876 658 1102 701">3,660</td> <td data-bbox="1102 658 1369 701">37</td> </tr> </tbody> </table> <p>CDC is part of the West Sussex wide Affordable Warmth Partnership (AWP). The Statement of Intent for ECO4 Flex and the new Great British Insulation Scheme (GBIS) was published at the beginning of October 2023 and covers all district and borough councils in West Sussex.</p> <p>Publication of this statement means that delivery of this latest round of funding can now commence in West Sussex. The AWP has partnered with the National Energy Foundation to provide administration and reporting of the scheme. The Citizens Advice Energy Service is the first point of contact for enquiries about ECO4 and GBIS. We are also working with E.ON to establish a partnership for some targeted promotion of both schemes in the new year.</p> <p>The Great British Insulation Scheme is also funded through energy suppliers and launched nationally in September. All households in council tax bands (A-D in England) are eligible for insulation through this scheme.</p> <p><u>Boiler Upgrade Scheme:</u></p> <p>The Boiler Upgrade Scheme (BUS) provides upfront capital grants to support the installation of heat pumps and biomass boilers in homes and non-domestic buildings. Data on uptake and delivery of the Boiler Upgrade Scheme is only provided by region and not local authority so we do not have data on specific uptake in the Chichester district.</p> <p>9.1b: CDC supported projects:</p> <p>The following paragraphs outline direct support offered by the council:</p> <p><u>SuperHomes:</u></p> <p>The council has funded up to 40 district residents to join the SuperHomes Network. This is a membership group run by the National Energy Foundation to provide support and advice for anyone who wants to reduce carbon emissions in their homes but does not know where to start. The aim is to support householders able to pay for improvements by providing independent advice on</p>				ECO (all)	To June 2023	Increase since December 2022	Households receiving ECO	3,106	14	Measures installed	3,660	37
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	Actions	Target dates	Services involved in delivery	Officer responsible for delivery																								
	<p>where to start, how to find installers and how to proceed with retrofit work. The offer was launched on 20 March and 16 residents had signed up by 20 April 2023 and seven of these are in the process of obtaining a Whole House Retrofit Plan.</p> <p><u>Energy Advice Service:</u></p> <p>Arun and Chichester Citizens Advice’s energy advice service provides a one-stop shop for energy advice for county residents seeking one-to-one help on energy (bills, grants, behaviour change to reduce consumption) and signposts eligible residents to grant support. So far this year, up to September 2023, they provided support for energy issues to 547 residents, a 38% increase on the same period last year where they supported 395 residents by September 2022. CDC has committed to continued financial support for this service for the next three years, with annual reviews.</p>																											
9.3 On-going	Solar Together	Ongoing	ESU	Tom Day, Environmental Strategy Manager; Andrea Smith, Carbon Reduction Project Manager																								
E: Partnerships	<p>iChoosr runs this PV and battery installation scheme, which district and borough councils in West Sussex have participated in as a consortium led by West Sussex County Council. iChoosr and the councils promote the scheme. Residents register their interest in installations and then this package of potential business is auctioned with the lowest priced installer being awarded the contract. Installers must meet quality criteria to bid.</p> <p>Solar Together has completed two rounds of installations in 2020 and 2021. There were two application windows in 2023: April and May. This led to 930 applications (873 for solar PV and 57 for battery storage). Interim figures are that 167 applicants accepted their offer and paid a deposit, and the installers are now completing these installations.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Solar Together</th> <th>2020</th> <th>2021</th> <th>2023 (interim figures)</th> </tr> </thead> <tbody> <tr> <td>No. Registrations</td> <td>665</td> <td>719</td> <td>930</td> </tr> <tr> <td>Accepted and paid</td> <td>n/a</td> <td>n/a</td> <td>167</td> </tr> <tr> <td>Total measures installed</td> <td>54</td> <td>128</td> <td>64 so far</td> </tr> <tr> <td style="text-align: right;">Solar PV</td> <td>46</td> <td>121</td> <td>TBC</td> </tr> <tr> <td style="text-align: right;">Battery storage</td> <td>8</td> <td>7</td> <td>TBC</td> </tr> </tbody> </table>				Solar Together	2020	2021	2023 (interim figures)	No. Registrations	665	719	930	Accepted and paid	n/a	n/a	167	Total measures installed	54	128	64 so far	Solar PV	46	121	TBC	Battery storage	8	7	TBC
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Development and planning

	Actions	Target date	Services involved in delivery	Officer responsible for delivery
10.1 On-going	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 2024	Planning Policy, ESU	Tony Whitty, Divisional Manager, Planning Policy Tom Day, Environmental Strategy Manager
C: Place Shaping	The Local Plan Review has completed its pre-submission consultation. The introduction of the Future Buildings standard nationally means that the plan no longer specifies localised carbon reduction or renewable energy standards. Policy P1 requires a sustainability statement detailing how the development will reduce embodied carbon, incorporate measures to adapt to climate change and to reduce impacts from transport.			
10.2 On-going	Tangmere Strategic Development Location (TSDL)	31 March 2023	Planning	Planning Policy
C: Place Shaping	<p>To further the Corporate Plan objectives to ensure the right mix of homes are built for all sectors of our society to the highest achievable environmental standards, support opportunities for business growth, regeneration and quality employment and reduce the impact of climate change and promote biodiversity through new development.</p> <p>No challenges were received to the first Compulsory Purchase Order (CPO1) decision and the CPO has since been confirmed. A second CPO was the subject of a recent public inquiry the outcome of which will enable all the required land to be acquired. Alongside this, the council has resolved to grant outline planning permission for 1,300 new homes, subject to the completion of a related Section 106 Agreement that will help deliver important infrastructure. The approved scheme includes an agreed housing mix (including the more recent First Homes requirements) and opportunities for</p>			

	Actions	Target date	Services involved in delivery	Officer responsible for delivery
	<p>business development and includes measures designed to deliver a high quality and sustainable development that should be fully fit for the future.</p> <p>A very minor technical amendment to the scheme was submitted by the applicant in December 2022. This does not change the agreed scheme in any way at all, but it does bring a very small area of (what had previously been thought to be public highway) land into the application site to ensure that the main access into the site can be fully provided. In June 2023 a small change was made to the red line of the application site and the indicative location of the community orchard was amended. The proposed amendment has been assessed and is considered to be acceptable. The Planning Committee considered the amendments and on 16 August 2023 they resolved to grant planning permission subject to a S106.</p>			

Waste and recycling

	Actions	Target dates	Services responsible for delivery	Officer responsible for delivery
11.1 On-going	Following the Environment Act 2021, develop delivery plans to implement the changes in domestic resource collection including food waste.	Initial Government indications is timescale for implementation now expected to be March 2026 for domestic food waste. This has to be confirmed by Cabinet/Council.	Chichester Contract Services	Kevin Carter, Divisional Manager, Chichester Contract Services
A: Direct Control	Initial planning work has been completed in advance of recent consultation response by the Government. We are currently assessing options for food waste collections which may well increase our carbon footprint. Report to Overview and Scrutiny Committee in January 2023 sets these out. The formal governance process is being discussed with Cabinet.			
11.2 Input required from others	In conjunction with WSCC to investigate opportunities for diverting food waste to anaerobic	WSCC has completed the planning to modify MBT plant to accept county wide food waste	Chichester Contract Services, West Sussex County Council	Kevin Carter, Divisional Manager, Chichester Contract Services

	Actions	Target dates	Services responsible for delivery	Officer responsible for delivery
	digestion and develop implementation plan options.	collections. Waiting further guidance from Government.		
F: Partnerships	WSSC has now agreed the scheme that will be adopted by the Mechanical Biological Treatment (MBT) plant to treat the significant increase in domestic food waste that will be delivered to it. The timing of starting work on this at the facility is dependent on when each of the district and borough councils start to collect food waste.			
11.3 On-going	Pilot kerbside collection of textiles, small electrical items and coffee pods	A trial commenced in 2021, which has subsequently been modified to improve the collection process.	Chichester Contract Services	Kevin Carter, Divisional Manager, Chichester Contract Services
D: Showcasing	A revised collection methodology was proposed to provide a more cost-effective service as well as to improve the collection rate and weight. Early indications are that this revised methodology is proving successful with now over 2 million coffee pods collected. The pilot is coming to an end early 2024 and options to continue etc will be presented via Environment Panel / Cabinet as required.			

Transport

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
12.1 Ongoing	Promote reduced carbon travel through provision of information on options and funding opportunities to partners.	Ongoing	Environmental Protection with assistance from Economic Development and Environmental Health	Andrea Smith, Carbon Reduction Project Manager
F: Engaging with others	Information on sustainable travel options is being circulated via the council's eBiz and Food Bites newsletters to businesses.			
12.4	Delivery of schemes in CDC's Local Cycling & Walking Infrastructure Plan (LCWIP).	To be set.	Environmental Protection, WSSC	Simon Ballard, Environmental Protection Manager

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
F: Partnerships	<p>WSSC has prioritised for delivery all the schemes contained in the LCWIP documents across West Sussex. Three of the schemes (Route K, B and E) in the Chichester City LCWIP scored as high priority for delivery.</p> <p>Route K (Westgate, Chichester): This is in the first tranche of three schemes across West Sussex for delivery. WSSC ran two stakeholder briefing sessions and a full public engagement and consultation for LCWIP Route K in 2023. On 5 September 2023 Cabinet resolved to support Option 2 and Option A of the consultation designs. WSSC will now analyse and report back on the consultation responses. If there is majority support for the concept then WSSC will seek monies to revisit the design, reconult and, again subject to majority support, seek monies for delivery. Approximate timeline indication from WSSC: 2029.</p> <p>Route B (Broadway, College Lane and Oaklands Park, Chichester). This scheme is in WSSC's second tranche of schemes for delivery. This work will follow the implementation of the Route K scheme. Officers have met with Chichester University which is keen to see improvements to non-car mode links between the University Campus and Chichester.</p> <p>Route E (North Mundham to Chichester via Quarry Lane): This route is in the priority level following Route B however it poses some significant challenges for alterations to on-street parking and as such will be subject to review later to establish the route's viability for delivery.</p> <p>WSSC is seeking grant money for the redesign of Chemroute. National Highways have indicated that they will not provide further monies for the scheme until there are enforceable 20mph restrictions through the villages along the A259 between Chichester and Emsworth. WSSC has asked the harbour villages on the corridor to consult their communities and then request a Traffic Road Order for the 20mph TROs. WSSC will then consider and implement the TROs which will unlock the possibility of being awarded further Designated Fund monies for the redesign of the scheme. There is no current agreed timeline for the delivery of Chemroute.</p> <p>WSSC has completed a public consultation on a draft Active Travel Strategy and Local Cycling and Walking Infrastructure Plan for West Sussex. Cabinet considered the matter and resolved to support it.</p>			

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
12.5 On-going	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 (EP), WSCC	Simon Ballard, Environmental Protection Manager, WSCC
F: Partnerships	See 12.4 above. Environmental Protection officers continue to work with WSCC towards delivery of LCWIP schemes. Officers are discussing how to advance the Oaklands Park aspects of Route B from the Chichester City LCWIP which was included in the council's Levelling Up Fund bid.			
12.6 On-going	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
E: Partnerships	Officers from Environmental Protection and Parking Services are working with WSCC and EV chargepoint provider Connected Kerb (CK) for delivery of further infrastructure. CK has found it challenging to activate the three Chichester sites with the District Network Operator and they remain without electricity at present. Phase ii on-street and car parks locations for chargepoints have been proposed by CK and officers are working with CK to clarify the list prior to consulting members by email.			
12.8 On-going	Review and enhancement of Bosham car park	31 March 2024	Place	Tania Murphy, Divisional Manager, Place
A: Direct Control	Options for Bosham car park are being considered during 2023-24, with potential enhancements to include improved and enhanced planting and landscaping, along with a revised layout. Topographical survey for the car park has been undertaken and results received. The results are in the process of being reviewed.			
12.9 On-going	Northgate car park improvements	31 March 2024	Place	Tania Murphy, Divisional Manager, Place
A: Direct Control	Options for Northgate car park are being considered, to include a walkway and cyclepath linking the city centre and Chichester			

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
	Festival Theatre, along with enhanced and improved planting, landscaping and lighting. These measures will assist with modal shift. Topographical survey undertaken and brief has been submitted to the landscape architect and engineer and some initial designs have been produced and are in the process of being reviewed.			
12.10 On-going	Review of off-street parking charges for 2024 to 2025	31 March 2024	Place	Tania Murphy, Divisional Manager, Place
A: Direct Control	Parking Charges for 2024-25 were considered during the autumn. Parking charges set at the correct level can assist with reducing vehicles idling and can encourage modal shift and choice of use of car parks.			

Nature-based solutions

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
13.1 On-going	Increased tree planting on non-CDC land through HM Government funded Trees Outside Woodlands project. Dependent on announcements on national policy and funding schemes.	September 2023 (initial project completion). Further funding has been awarded to March 2025	ESU, Development Management	Michael Pierce, Tree Project Officer (maternity cover for Sophie Hamnett)
E: Partnerships	<p>As part of this project, coordinated by Department for Environment, Food and Rural Affairs, CDC is taking part in several tree planting pilots until March 2025.</p> <p>During the 2021/22 and 2022/23 financial years CDC took part in five tree planting pilots: Subsidised Tree Scheme, Urban Tree Establishment, Agroforestry & Orchards, Trees in the Farmed Landscape and Boosting Community Tree Nurseries. Through these pilots a total of 23,824 trees were planted across the district at public and private sites. The West Wittering Community Tree Nursery and new Selsey Community Tree Nursery were also supported through the project. Finally, an additional 1,145 trees were planted in a mini urban forest in Hambrook through a grant from The Tree Council.</p>			

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
	<p>Phase 2 of the TOWs project was confirmed in 2023. From September 2023 to March 2025 CDC is taking part in three tree-planting pilots and during the 2023/24 financial year CDC is leading on a Community Orchard research study. These are described below:</p> <ul style="list-style-type: none"> • Targeted Tree Planting pilot: Co-led by project officers at CDC and Cornwall County Council, this pilot is testing ways to incentivise tree planting in specific areas using different targeting themes. Chichester District and Norfolk are employing ecological connectivity of woodland habitats as a targeting theme and Cornwall, Shropshire and Kent are using restoration of historic woodland features as their targeting theme. An interactive map has been developed which landowners can use to check if they fall within priority planting areas. Project planting within priority areas will be eligible for 100% funding. • Urban Tree Planting pilot: this pilot began in the 2021/22 & 2022/23 financial years. It will continue with a different experimental model and additional planting options, including applying it to hedgerow establishment and lone/street trees. In CDC the lone/street tree trials will only be taking place in the form of lone tree trials. No street trees will be planted through this pilot. Miyawaki tree-planting interventions are eligible for 100% funding support for trees, all works, and basic maintenance for the first 2 years. • Trees on Farms pilot: this combines the Trees in the Farmed Landscape and Agroecology & Orchards pilots from previous years. Multiple planting styles will be eligible. The Trees on Farm pilot offers 100% funding for trees and basic maintenance, and 50% funding for protection and sundries. • Community orchards: CDC has commissioned The Orchard Project to research how to create successful community orchards. The study is focusing on aftercare models and data is being gathered through a comprehensive survey, distributed to hundreds of community orchards around the country, including several in Chichester district. The final report is scheduled to be completed by end 2023/24 financial year. 			
13.2 On-going	Joint scheme of nutrient input mitigation to be	End of 2021 (initiation date)	ESU, Planning Policy,	Tom Day Environmental Strategy

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
	agreed with Partnership for South Hampshire and Natural England.		Development Management	Manager, Tony Whitty Divisional Manager, Planning Policy
E: Partnerships	An initial site at East Dean has been secured for current applications. However further sites will soon be required for future applications. A first phase Expression of Interest (a bid for central government funding) has been submitted by PfSH. This is likely to include a proposal for a Chichester Harbour specific mitigation site in Phase 3 (spring 2024 funding round). Several development sites have secured their own mitigation sites privately and the West of Chichester Phase 2 development is also likely to deliver a substantial amount of nutrient mitigation for the catchment. This may mean that a Phase 3 bid is not required to deliver the Local Plan.			
13.4 On-going	Implement a series of habitat improvement projects within the Strategic Wildlife Corridors, including tree and woodland planting where appropriate. Ditch and watercourse enhancements etc.	October 2022 – March 2026.	ESU	Sarah Hughes and Mark McManus Wildlife Corridor Project Officer (job-share)
E: Partnerships	<p>Activities fall mainly into the following categories:</p> <ul style="list-style-type: none"> • Advice: e.g. installation of 12 bird nestboxes at Bosham • Installations: a storage shed for tools, 50 dormouse boxes at Chidham, Barn Owl box at Lavant, pre-planted coir rolls on the Hambrook • Working parties at Brandy Hole Copse (4 sessions), Aldsworth Pond (2 sessions), Old Bridge Meadow, Bosham (2 sessions), Rolls Royce Motor Cars (2 sessions) • Monitoring: dormice monitoring at The Woodhorn Group and Oldbury Farm • Staff training: National Examination Board of Occupational Safety and Health refresher, beaver knowledge so SWCs are beaver-ready. • Talks: Southbourne Environment Group, St. Paul's Ladies Group, Chichester, Bosham Horticultural Society, Eastergate & Barnham Women's Institute, Chichester Organic Society. 			

	Actions	Target dates	Services involved in delivery	Officer responsible for delivery
	<ul style="list-style-type: none"> • Training volunteers: sessions on bat detection and dormice handling and Smart Rivers Training (scientifically robust citizen science) for volunteers/residents on the River Ems. • Site meeting and monitoring at Meadow Blue Solar Farm (working party dates to be confirmed). • Several further working parties planned plus the creation of three ponds. 			
13.5 On-going	Harbour Summit Project	31 March 2023	ESU	Tom Day, Environmental Strategy Manager
E: Partnerships	The aim of this project is Chichester and Langstone Harbours Special Protection Area (SPA) and Pagham Harbour SPA to be in favourable condition (nitrogen mitigation, restore/reverse current losses and degradation, compensatory/supporting habitats). A Project Development Manager has been appointed. We have worked up a vision and are preparing a new strategy. However further high-level leaders summits have not yet been held.			

Renewable energy generation

	Actions	Target date	Services involved in delivery	Officer responsible for delivery
14.1 On-going	Set up a working group of organisations that want to progress larger scale renewable energy generation projects.	See working groups section (Action 5.1)	ESU	Andrea Smith, Carbon Reduction Project Manager
E: Partnerships	Working group was paused due to lack of grid capacity for more large-scale renewable generation in the district. Upgrades are being carried out on the electrical network that serves the district. In light of the new circumstances, officers are considering the best way forward to encourage new renewable generation in the district.			

Table 3: Actions completed prior to interim progress report to Environment Panel in June 2023

Area-wide processes

	Actions	Target start date unless otherwise stated	Services involved in delivery	Officer responsible for delivery
5.8 Completed	Council's grant program to incorporate climate change considerations into bid assessment process.	Completed	Communities, ESU	James Brigden, Community Engagement Manager
E: Partnerships	A new priority on climate impacts for assessing all grant applications was introduced in April 2022, along with guidance for applicants. It is also in use for levelling up (Shared Prosperity Fund / Rural Economy Prosperity Fund) grants.			

CDC operations, buildings and land

	Actions	Target start date unless otherwise stated	Services involved in delivery	Officer responsible for delivery
7.2 Completed	Commission a review of CDC operational buildings for options for carbon savings.	Completed	ESU, Growth, Facilities, Culture, Place, Chichester Contract Services	Andrea Smith, Carbon Reduction Project Manager
A: Direct Control	A consultant conducted feasibility studies at East Pallant House, Bourne and Grange leisure centres, the Novium museum, Westhampnett depot and selected CDC car parks. The reports have been used to inform decisions.			
7.5 Completed	Plant 400 trees (whips) in CDC's parks & green spaces using funds from Trees Outside Woodlands Project, where appropriate.	Completed	Chichester Contract Services, ESU.	Ian Baker, Green Spaces Lead

	Actions	Target start date unless otherwise stated	Services involved in delivery	Officer responsible for delivery
E: Partnerships	<p>Using funds from the Trees Outside Woodlands project, during the 2021/22 planting season 80 trees were planted on CDC owned land in Summersdale, in addition 394 trees were planted on CDC-owned land on East Broyle Green. See Action 13.1 for information on the Trees Outside Woodlands project.</p> <p>Further funding for 300 trees was awarded to CDC by Podback, following the implementation of a coffee pod collection service within CDC. These trees have been planted on CDC owned green space by Summersdale Copse.</p> <p>The target of 400 trees has been reached and exceeded. More trees continue to be planted, so this figure will increase considerably.</p>			
7.7 Completed	Diesel vehicle chassis replaced by other diesel vehicles with improved fuel efficiency.	Delivered in August 2022.	Chichester Contract Services (CCS)	Kevin Carter, Divisional Manager, CCS
A: Direct control	Diesel vehicle chassis that have been replaced by other diesel vehicles have improved fuel efficiency, leading to an estimated 2-3% saving across nine vehicle replacements.			
7.11 Completed	Online parking services	Completed	Parking services	Tania Murphy, Divisional Manager, Place
A: Direct control	The Parking Services team has also continued to move services online and to ensure that the online services are as easy as possible to access, which has helped with the reduction of the number of journeys into the main office. The success of this has been recognised nationally with Chichester District Council having won the award for 'Best Online Services' through the Parking Services Annual Reports Awards process managed by PATROL (Parking and Traffic Regulation Outside London).			
7.12 Completed	Review of recycling in CDC sites	Completed	Facilities	Tony Holdway, Facilities Manager
A: Direct control	All paper and card recycling bins have been replaced and appropriate signage installed. What constitutes confidential waste has been made clear and a company is being considered to deal with this. The company is Chichester based which should reduce travel emissions. Other recycling is being considered, including coffee pod recycling. CDC continues to work within the recycling capabilities of the region.			

	Actions	Target start date unless otherwise stated	Services involved in delivery	Officer responsible for delivery
7.13 Completed	Freeland Close development	Completed		Cally Antill, West Sussex County Adaptations Manager/Project Co-ordinator
A: Direct control	Freeland Close short-stay accommodation for residents facing homelessness fully opened in March 2022. The building has PV panels, two electric vehicle charge points, water use reduction measures and bird and bat boxes.			
7.14 Completed	St James's redevelopment	January 2023	Estates	Alan Gregory, Project Manager
A: Direct Control	The redevelopment of St James industrial estate has been completed. The new premises have been designed to have reduced greenhouse gas emissions through the materials used and installation of PV and EV charge points.			

Homes

	Actions	Target start date unless otherwise stated	Services involved in delivery	Officer responsible for delivery
9.2 Completed	Minimum Energy Efficiency Standards for Private Rented Properties project	30 September 2022	Housing Standards	Liz Reed, Housing Standards Manager
F: Engaging, Informing and Communicating	461 properties were identified as Energy Performance Certificate (EPC) F & G rated at the start of the project in September 2021. Through the work of the project team which has included data cleansing of the EPC register, working with landlords to support them with property improvements, and advising landlords to apply for property exemptions if improvements are not practically possible, 37 properties remain non-compliant at the end of October 2022. For the remaining properties, officers are actively working with landlords to support them with making improvements and signposting them to grant funding opportunities. Any landlords not engaging will be dealt with more formally through service of a compliance notice. Failure to comply with a notice will result in a financial penalty.			

Waste and recycling

	Actions	Target start date unless otherwise stated	Services involved in delivery	Officer responsible for delivery
11.4 Completed	Hot bins pilot	Completed	Chichester Contract Services	Kevin Carter, Divisional Manager, Chichester Contract Services
D: Showcasing	CDC has run a pilot of “hot bins” that accelerate the composting of garden and food waste. The pilot was deemed successful by the residents who took part. The next steps are currently being considered by the Strategic Waste Officers Group for West Sussex. Work has not progressed due to other priorities.			
11.5 Completed	Showcasing recycling	October 2022	CCS, Leisure, Events, ESU	Andrea Smith, Carbon Reduction Project Manager
F: Partnerships	Nellie the fish, the sculpture used to collect plastic bottles and owned by Final Straw Foundation, was sited at Chichester Cathedral Green in October 2022.			

Transport

	Actions	Target start date unless otherwise stated	Services involved in delivery	Officer responsible for delivery
12.2 Completed	Develop new taxi licensing policy.	To go to General Licensing Committee in February 2021.	Licensing, Environmental Protection	David Knowles-Ley, Licensing Manager
A: Direct Control	This action has been completed.			
12.3 Completed	Approval of CDC’s Local Cycling and Walking Infrastructure Plan (LCWIP).	2021	Environmental Protection	Simon Ballard, Environmental Protection Manager
A: Direct Control	Approved by the Council in May 2021			

12.7 Completed	Review of Off-Street Parking Strategy for Chichester District	Completed	Place	Tania Murphy, Divisional Manager, Place
A: Direct Control	A review of the Off-Street Parking Strategy for Chichester District has been undertaken and a revised draft strategy and action plan was considered by the Parking Forum in October. Cabinet received a report in December 2022 and the strategy has been adopted with an action plan in place.			

Nature-based solutions

	Actions	Target start date unless otherwise stated	Services involved in delivery	Officer responsible for delivery
13.3 Completed	Secure funding for the Strategic Wildlife Corridors Project through the Community Infrastructure Levy (CIL).	March 2021 (completion date)	ESU	Tom Day Environmental Strategy Manager
E: Partnerships	<p>£575,000 in CIL funding was secured for the Strategic Wildlife Corridors (SWC) Project which launched in April 2021. Therefore, this action is complete. Progress of the project will be reported under action 13.4.</p> <p>Network Rail SWC's biodiversity enhancements cost were £385,000, with a further committed cost of spend for 2022/23 year at £75,000k and estimated costs for a 'wildlife tower' and 'dormouse bridge' at £385,000. The biodiversity enhancements are across the entire seven proposed SWCs.</p>			