

## Chichester District Council

# Draft Climate Emergency Detailed Action Plan

### Introduction

The Council declared a Climate Emergency in July 2019 and a Climate Emergency Initial Action Plan was approved by the Council in January 2020. This document – the draft Climate Emergency Detailed Action Plan - develops the initial action plan. It is not intended to be a fixed and complete five-year plan as there is a need to balance completeness against the urgency of action that the climate emergency requires. Therefore, it will constantly be under development and review as new opportunities for action are found. It is presented in three parts.

Section A updates the initial plan which was in a tabular form and the aim is to give an overview of how the initial plan has developed. Updates to Section A are shown in bold. Achievement of some actions has been delayed. Other actions have been progressed earlier than envisaged.

In the rest of the document the actions are ordered differently to the initial action plan and are divided between actions where CDC will be the lead, although others also have an important role (section B) and actions where others - individuals and organisations – will be the key partners (section C), although CDC will still have an important role. This latter case applies to the achievement of the area-wide target of 10% emissions year on year until 2025. Therefore, the key part of Section C is a process for involving individuals and organisations of all kinds in reducing the area's emissions.

This district-wide process has three components to it:

1. **Working Groups.** This component entails working through existing partnerships/groups of organisations to progress greenhouse gas (GHG) reduction projects. Many partnerships and groups already have proposals for reducing GHG emissions or are developing visions for the future of specific geographical areas and would welcome CDC's help in ensuring they develop sustainably. However, there are also identifiable instances where a new working group on a particular theme e.g. transport would be beneficial and CDC could initiate a group.
2. **Behaviour change campaign & dialogue.** This would encourage individuals to reduce GHG emissions linked with their lifestyles. Importantly it would also provide an online platform for them to contribute their views on GHG reduction in the district.
3. **Citizens' Jury.** To establish a Citizens' Jury in 2021 comprised of a dozen or so members of the public selected to represent the demographic profile of the

Chichester district. They will call on expert evidence to help them formulate detailed recommendations that can inform the decision-making of district councillors. The Citizens' Jury would replace the action point on a Climate Commission due to be held in 2022.

These components are developed below under Actions 3, 21 and 22. However, they are complementary, as shown by Table 1 below.

**Table 1: Engagement components**

	<b>Who is involved?</b>	<b>What is the output?</b>	<b>Duration</b>
<b>Working Groups</b>	Organisations	Implementation of GHG reduction projects & visions for particular geographical areas.	On-going
<b>Behaviour change campaign &amp; dialogue</b>	Individual citizens	Lifestyles with lower GHG emissions, input of ideas & comments on GHG reduction in area.	Time-limited behaviour change campaign. Online dialogue platform would be on-going.
<b>Citizens' Jury</b>	Individual citizens	Recommendations for the district as a whole.	A few days' duration

The components will work together to provide on-going channels through which both individuals and organisations can work together to reduce carbon emissions in the district to develop and implement their own ideas. Furthermore, each component will inform the others, as will be outlined under Actions 3, 21 and 22.

## Section A:

**Table 2 Actions based on the Climate Emergency Initial Action Plan**

**Cross-cutting themes: Putting our climate at the heart of decision making, ensuring all decision-making and investments are sustainable.**

	Action	Target	Timescale
1	Complete recruitment to Climate Change Officer post.	Suitable qualified and experienced person in post.	May 2020 <b>Achieved</b>
2	Develop the Climate Emergency Detailed Action Plan, containing detailed targets and project milestones, from this Initial Action Plan. The full plan is to be reported to the Environment Panel and approved by Cabinet.	Plan adopted by Cabinet and Council.	Was September 2020 <b>Now consultation September/October 2020.</b> <b>Revised version to Environment Panel in November &amp; to Cabinet in January 2021.</b>
3	<p>Set a local authority area-wide target for District GHG reductions of 10% year on year until 2025. Work with partner organisations across the District to co-ordinate actions towards meeting this target (see also action 22).</p> <p><b>3a Existing working groups identified or new groups established to implement projects to reduce greenhouse gas emissions in the District.</b></p> <p><b>3b Increase the installation of PV (electricity-generating solar) panels across the District.</b></p> <p><b>3c Reduce fuel poverty &amp; excess cold in households in the District</b></p>	<p>10% year-on-year reduction in emissions.</p> <p><b>3a To initiate working group approach.</b></p> <p><b>3b Launch Solar Together scheme.</b></p> <p><b>3c Support development &amp;</b></p>	<p>3 Target in place by 2020, target to run to 2025.</p> <p><b>3a Initiated by first quarter 2021.</b></p> <p><b>3b Achieved.</b></p> <p><b>3c Policy to go to</b></p>

	Action	Target	Timescale
	<p>while ensuring greenhouse gas emissions do not rise as a result through supporting CDC Housing Standards Manager.</p> <p><b>3d Work to reduce greenhouse gas emissions from taxis and private hire vehicles.</b></p>	<p><b>implementation of Housing Standards Financial Assistance Policy.</b></p> <p><b>3d Support initiatives.</b></p>	<p><b>Cabinet in November 2020.</b></p> <p><b>3d To be set.</b></p>
4	<p>Quantify current carbon emissions from CDC operations. Set a GHG reduction target for CDC operations (development of existing target).</p> <p><b>4a Set a target of a 10% year-on-year reduction in greenhouse gas emissions from CDC operations from a 2018-2019 base year until 2024-2025 (target to cover scopes 1 and 2 and selected scope 3 categories.</b></p>	<p>Target to be set based on the outcome of further assessment work.</p> <p><b>Sufficient work carried out to enable assessment of target.</b></p>	<p>Target in place by 2020, target to run to 2025.</p>
	<p><b>4b Develop the process for estimating more of CDC's scope 3 greenhouse gas emissions.</b></p>		<p><b>4b 2022</b></p>
5	<p>Put in place a system for identifying those CDC decisions with impacts on GHG emissions, air quality and biodiversity and ensure that negative impacts are avoided or mitigated.</p> <p><b>5a Develop training on climate change mitigation for officers, including integration into financial planning.</b></p> <p><b>5b Collate &amp; circulate overviews of funding sources for climate change mitigation.</b></p> <p><b>5c Integrate climate change mitigation into project development documentation.</b></p>	<p>That key decisions are identified in good time, impacts are assessed and any negative impacts are avoided.</p>	<p>Was systems in place by June 2020</p> <p><b>Now</b></p> <p><b>5a March 2021</b></p> <p><b>5b September 2020</b></p> <p><b>5c Draft September 2020</b></p>

	Action	Target	Timescale
6	<p>To report annually on the progress of this action plan.</p> <p><b>Change this to a quarterly report on progress of the plan to the Environment Panel and an annual report to the full Council.</b></p>	<p>Report to Environment Panel, identifying progress, successes, any new funding opportunities for evaluation and any changes to national policy context that will affect delivery.</p>	<p>Was “Annually from the adoption of the detailed action plan”.</p> <p><b>Now “A quarterly report to Environment Panel and an annual report to Council from the date of the adoption of the detailed action plan”.</b></p>
7	<p>To align our council statutory and non-statutory plans, policies and guidance with respective carbon reduction pathways and biodiversity restoration plans, including procurement.</p> <p><b>7a Ensure integration of environmental criteria into procurement practices.</b></p> <p><b>7b Integrate greenhouse gas mitigation into process of formulating recommendations to councillors.</b></p>	<p>Review of plans and policies together with recommendations for changes, to be reported back to Environment Panel and Cabinet.</p>	<p>Complete by September 2021</p> <p><b>7a Commencing August 2020.</b></p> <p><b>7b August 2020 for draft.</b></p>

Ref	Action	Target	Timescale
	Low Carbon Chichester Funding		
Action 8	Secure Low Carbon Chichester Funding from Homes England in relation to Graylingwell development: <ul style="list-style-type: none"> <li>Decide on areas of focus - energy efficiency/renewables within public sector/community buildings;</li> <li>Establish joint agreement with HE and developers of Graylingwell on criteria for funding applications; CO<sub>2</sub> savings in kg/year, locations (anywhere, District-wide), public ownership and/or public access, value for money £/kg CO<sub>2</sub>, deliverability, publicity;</li> <li>Establish match funding requirements from applicants.</li> </ul>	Legal agreement signed and funds transferred.  Funding criteria agreed	Was May 2020. <b>Now Sept. 2020.</b>  Was July 2020. <b>Now Dec. 2020</b>
	<b>8a Manage process of disbursement of funds.</b>		<b>8a Jan 2021</b>
Action 9	Report on the feasibility of establishing an ongoing District-wide fund for delivery of GHG reduction projects and biodiversity restoration projects. This will include a review of the opportunities to raise money for low-GHG emission infrastructure, including the potential to use legal and planning mechanisms for offsetting residual GHG from new developments.	Report finished  Implementation of funding (continuation of LCCF)	Was Sept 2020. <b>Now May 2021</b>  Was end of 2020. <b>Now end 2021</b>
	Minimise emissions from new housing		
Action 10	Require new development to achieve high levels of energy efficiency and minimise GHG emissions through policies within the <a href="#">Local Plan Review</a> . (Subject to the outcomes of the <a href="#">Future Homes Standard consultation</a> and implementation of any changes to the Building Regulations).	Highest viable level of GHG minimisation included in Local Plan review	Was 2020 (submission) <b>Now 2021 (submission)</b>

Ref	Action	Target	Timescale
	Minimise Corporate Carbon Emissions		
Action 11	Investigate opportunities to move to a green energy supplier within the existing LASER procurement framework.  <b>11a Investigate setting up Power Purchase Agreements (PPA) directly with renewable electricity and bio-methane generators.</b>	New supply contract in place	October 2020 <b>Achieved</b>  <b>2023</b>
Action 12	Report back on previous review of existing and identify new opportunities for carbon saving within the Council's estate including options for external funding through BEIS's Salix interest free loans.	Report on 5 major buildings (East Pallant House, Westhampnett depot, Novium Museum, Westward House, Avenue de Chartres car park)	2021
		Report on other CDC properties	2022
	<b>12a Investigate the financial and technical aspects of PV panel installation on all council assets e.g. the Avenue de Chartres car park and Westhampnett depot.</b>		<b>Underway</b>
	<b>12b Investigate ways to improve the delivery of wood pellets to fuel the biomass boiler at Novium Museum and to install LED lighting at Novium.</b>		<b>To be decided</b>
	<b>12c Investigate low-carbon replacements and funding sources for the boilers in use across the CDC estate so that this information is collated for use when replacements become due.</b>		<b>To be decided</b>

Ref	Action	Target	Timescale
	<b>12d Collate existing initiatives that incentivise low-carbon work travel by CDC staff into a Green Travel Plan and identify gaps.</b>		<b>Underway</b>
	<b>12e Work with the review of use of East Pallant House so that greenhouse gas emissions are factored in to the evaluation of the options considered.</b>		<b>To be decided</b>
	Reduction in food waste		
Action 13	Develop local plans for reducing food waste within national policy frameworks and targets.	Dependent on national policy and funding developments.	End of 2020
Action 14	Investigate opportunities for diverting food waste to anaerobic digestion.	Target to be set in terms of CO <sub>2</sub> saved / year.	End of 2020
	Increase tree planting		
Action 15	Increased tree planting on CDC land through carbon offset funding, Woodland Trust funding, or other national policy initiatives.	Parks Vision to include target for tree planting. <b>Tree-planting to be progressed alongside development of Parks Vision.</b>	2021
Action 16	Increased tree planting on non-CDC land through carbon offset funding, Woodland Trust funding and net biodiversity gain or other national funding streams.	Dependent on announcements on national policy and funding schemes.	End of 2020
Action 17	Investigate opportunities for multi-function use of any land acquired for the mitigation of nutrient inputs into Chichester / Pagham Harbours. Wetland creation and tree planting would both act as carbon sinks and ensure that the land cannot revert to high input agricultural use.	Joint scheme of mitigation to be agreed with Partnership for South Hampshire and Natural England.	End of 2020



Ref	Action	Target	Timescale
Action 18	Identify land with opportunities for tree planting within the Strategic Wildlife Corridors.	Heritage Lottery Fund bid to be submitted. <b>Bid was submitted, but HLF has closed its fund due to Covid 19 and alternative funding has been sought.</b>	March 2020
		<b>Secure funding for the Strategic Wildlife Corridors Project through the Community Infrastructure Levy.</b>	<b>March 2021</b>
	<b>Implement a series of habitat improvement projects within the Strategic Wildlife Corridors, including tree and woodland planting where appropriate.</b>		<b>October 2022 – March 2026</b>
	Sustainable Transport		
Action 19	Achieve enhancements to walking and cycle networks through partnership working. <b>19a Delivery of CDC's Local Cycling and Walking Infrastructure Plan (LCWIP) and contribute to West Sussex County Council's LCWIP.</b>	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). <b>Delivery of targets in LCWIP.</b>	Spring 2022 <b>19a CDC's LCWIP will be open to consultation in September 2020.</b>
Action 20	Enable the continued expansion of the electric vehicle (EV) charging networks.	Will be developed based on the demand metrics from the recent installations and developments in the EV market.	Ongoing
	Communication and Promotion of Lifestyle Changes		
Action 21	Promote, through various means, climate change actions and lifestyle changes in the wider community including publicity campaigns such as the West Sussex Climate Change Pledge. <b>NB West Sussex Climate Change Pledge has been under</b>	Produce details of a costed campaign on key environmental issues (Climate Change, Biodiversity, Plastics)	Was end of 2020. <b>Now 2021.</b>

Ref	Action	Target	Timescale
	<b>review.</b>		
Action 22	<p>Evaluate benefits and costs of setting up a Climate Commission. A commission would bring together major public and private sector organisations to:</p> <ul style="list-style-type: none"> <li>• Co-ordinate and monitor actions that contribute to District-wide carbon reductions.</li> <li>• Share best practice and innovative project ideas</li> <li>• Work together to improve sustainable transport networks, (including bus services , park and ride, car-share schemes and car clubs)</li> </ul>	Investigate opportunities for building on existing networks and partnerships.	2022
	<b>Replace with a Citizens' Jury.</b>		<b>2021</b>

## Section B Chichester District Council Actions

### Action 4 CDC greenhouse gas reduction targets

The greenhouse gas (GHG) emissions inventory for CDC is given in the section headed “Supporting technical data” at the end of the detailed climate action plan. All of the emissions sources commonly estimated in organisational inventories have been quantified. Some adjustment may need to be made for leased assets, which is under investigation by the Climate Change Officer. Nevertheless it is proposed that CDC set an emission reduction target to match the one which it set for the area’s emissions: 10% year-on-year reductions until 2025 with a base year of 01/10/2018 to 30/9/2019. This base year covers the date when the Council passed its climate emergency resolution. The target would cover scope 1 emissions (e.g. emissions from fuel use in council-operated assets) and scope 2 emissions (e.g. emissions from electricity consumed in council-operated assets) and some Scope 3 emission categories.

Scope 3 is a category of emissions that covers emissions associated with the Council’s supply chain (e.g. goods and services that it has purchased) and emissions associated with Council’s activities (e.g. emissions from the processing of waste and recyclable materials collected through its trade waste collection service). In general Scope 3 requires more comprehensive and sophisticated data collection and it is proposed that this is implemented in 2022 (Action 4a). However, emissions from some Scope 3 categories can be estimated now and it is proposed these are included in the target. These categories are business travel in employees’ vehicles and the emissions associated with the production and distribution of fuels to the point of use (known as Well-To-Tank emissions) and emissions associated with the transmission and distribution of electricity.

A 10% year-on-year reduction would require the reductions set out in Table 3, although it is anticipated that reductions would not be linear as shown in the table, but would be unevenly spread across years as GHG emission reduction actions of different magnitudes were implemented. Over this period GHG emissions will be almost halved (a 47% reduction).

**Table 3 CDC GHG emissions reduction target**

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

### Action 5 Impact identification

CDC has held internal meetings to discuss a system for identifying CDC decisions with impacts on carbon emissions, air quality and biodiversity and ensure that negative impacts are avoided or mitigated. It had the following outcomes.

- Climate Change Officer to instigate training for decision-makers across the council to assist them in developing projects and policies that support the council's climate emergency goal. This will be modelled on the training conducted within the council to support equality of opportunity (action 5a).
- Climate Change Officer to collate and circulate summaries of the funding opportunities as this will encourage decision-makers to incorporate environmental enhancements in their projects and policies. It will include information on payback periods of energy efficiency actions so that decision-makers have the latest information readily available (action 5b).
- Climate Change Officer to work with Business Support to amend CDC's project management process to enable project managers to fully consider climate change at the outset of a project in order to maximise opportunities to reduce carbon emissions (action 5c). This task has been completed.

## **Action 6 Progress reports**

It is proposed to increase the frequency of reports on the progress of the action plan from annual reporting in the initial action plan to quarterly reporting. The schedule for this will be determined by the date at which the Council adopts the Climate Emergency Detailed Action Plan which is expected to be January 2021.

## **Action 7 Policy alignment**

This action will be addressed by the following steps:

- Climate Change Officer to support Democratic Services in its review of procurement practices so that environmental criteria are integrated (action 7a).
- Climate Change Officer to support Democratic Services in integrating greenhouse gas mitigation into process of formulating recommendations to councillors (action 7b).
- Further suggestions will be investigated.

## **Action 8 Low Carbon Chichester Fund**

Developer Linden/Downland Graylingwell LLP has committed to pay into a fund an amount of money in proportion to the carbon dioxide emissions that its Graylingwell development is estimated to produce annually. This is expected to be approximately £250,000 in total.

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

In accordance with the Council's constitution, the final approval of expenditure will be by Cabinet following the Governance Body's recommendation. Cabinet may also in certain circumstances resolve to delegate approval powers to the Cabinet Member for Environment and Chichester Contract Services.

The first meeting of the Governance Body has been delayed due to the impact of Covid-19 on the working arrangements of the partners. However, to prepare for the first meeting and to hasten the disbursement of the funds, the Environment Panel decided its priorities for the fund and its preferred process on 24 July 2020, although this will be subject to subsequent agreement with the rest of the Governance Body.

The Climate Change Officer is tasked with managing the process of the disbursement of funds by the Governing Body (action 8a).

## **Action 9 District-wide fund**

The Environment Panel has made clear that it would prefer the Low Carbon Chichester Fund to support projects that would return funds to the LCCF to enable further projects to be funded. However, all of the criteria for the disbursement of the LCCF have to be agreed with the other organisations represented on the Governance Body of the LCCF.

## **Action 10 Local Plan**

Furtherance of this action point is contingent on the completion of the viability study into the financial "health" of developments in the District, taking into account the proposed CDC policies which developments would be expected to meet as well as regular development costs and national policies. Affordable housing levels, energy efficiency and biodiversity policies are examples of policies that would impact the financial outcome of developments and would be considered by the viability study.

## **Action 11 Energy procurement**

CDC will commence a new electricity and gas supply contract in October 2020. Its electricity use will be covered by certificates that certify that amounts of (a) electricity and (b) bio-methane gas equivalent to the amounts of electricity and natural gas consumed by CDC have been inserted into the electricity and gas networks.

In 2023 Building Services and the Climate Change Officer will investigate setting up Power Purchase Agreements (PPA) directly with renewable electricity and bio-methane generators in partnership with other local authorities or other organisations in the district to reduce the amount of officer time needed to set up the PPAs. They will investigate ways to reduce the risk of the generator leaving the market, learning from businesses that are experienced in negotiating PPAs. (Action 11a)

## **Action 12 CDC carbon mitigation opportunities**

Mitigation actions have already been taken by CDC. For example, among other steps, CDC has a policy that new and replacement cars and Light Duty Vehicle vans should be electric vehicles unless there are significant business reasons why this is not appropriate. Two car parking team vehicles have already been replaced by electric vehicles. East Pallant House has PV (solar electric) panels on its roof and solar water heating panels on the north wing extension. Pay-and-display parking meters have PV panels. Novium Museum has a biomass boiler.

Further steps to be investigated:

- The financial and technical aspects of PV panel installation on all council assets e.g. the Avenue de Chartres car park (Growth and Place division), and Westhampnett depot (Estates team) - Action 12a.
- Improving the delivery of wood pellets to fuel the biomass boiler at Novium Museum and to install energy efficient LED lighting at Novium, (Growth and Place division) - Action 12b.
- Investigate low-carbon replacements and funding sources for the boilers in use across the CDC estate so that this information is collated for use when replacements become due - Action 12c.
- Collate existing initiatives that incentivise low-carbon work travel by CDC staff into a green travel plan and identify gaps (Business Support team) – Action 12d.
- Work with the review of use of East Pallant House by the Business Support team so that greenhouse gas emissions are factored in to the evaluation of the options considered - Action 12e.

Furthermore, an application has been made to the Energy Saving Trust by Chichester Contract Services for a review of all CDC vehicles including the refuse collection vehicles and the driving patterns (distances, speeds, routes) to identify practical steps to reducing their emissions.

The Climate Change Officer will support the above activities.

## **Action 13 Food waste**

A new commercial food waste collection service was due to be launched in April 2020 but was suspended due to COVID 19. A relaunch is planned for September 2020. The service Chichester Contract Services will be offering will include working alongside businesses to help reduce the amount of food waste they generate as opposed to a collection-only service.

## **Action 14 Anaerobic digestion**

The food waste collected from the new [commercial waste service](#) will be going to an anaerobic digestion facility. The disposal of domestic household waste including food is the responsibility of WSCC which is currently reviewing the infrastructure options for when separate domestic food waste collections becomes mandatory, probably in 2023.

## **Action 15 Trees on CDC land**

Climate Change Officer will convene a meeting of CDC officers with responsibility for any land to identify tree-planting potential with a view to attaining funding for tree-planting. An initial conversation with the Green Spaces Lead at Chichester Contract Services suggests the potential for a maximum of 400 trees to be planted at a range of locations with some taking up to 100 trees and other just taking one or two. A key consideration would be funding for watering those trees in the first two years of their life.

## Section C Community Actions

### Action 3 Area-wide target

#### Overview of Action 3

This section covers detail of what this target means in terms of emission reductions and includes some indicative actions to give a sense of the scale of the task ahead, which is considerable. Achievement will require everyone and every organisation in the district to play a part. One route for organisations to participate will be via the working group component of the engagement process. This section outlines the role of these groups.

#### What reductions to we need to make to achieve the area-wide target?

The Climate Emergency Initial Action Plan contained a target of 10% reductions year on year until 2025. Year-end 2019 has been taken as the start point as this was the year in which the climate emergency resolution was passed. A central government-funded tool called SCATTER has been used to estimate emissions. The latest data available in SCATTER from 2016 and 2017 has been used as a proxy for 2019 data as this will not be available until 2021. A 10% year-on-year reduction every year would take the area's emissions to 342,739 tCO<sub>2</sub>e in 2025, a 47% reduction (see **Error! Reference source not found.** in separate Supporting Technical Information document).

SCATTER has been created to enable local authorities to see the effect of different actions on their area's emissions. Regarding our area's emissions, many of the actions modelled in SCATTER had to be selected at the highest level of ambition to get close to the 2025 target. Those actions that were not selected at the maximum level are generally not relevant for our area e.g. changes in international aviation and shipping practices. The selection would take emissions to 377,520 tCO<sub>2</sub>e in 2025, which does exceed the 342,739 tCO<sub>2</sub>e given above by 9%. This means that further ramping up of action will be required. Therefore, there does not appear to be a lot of leeway in the type of actions to be undertaken if the target is to be met i.e. there is limited opportunity to trade off a higher level of action in one area against lower level in another as effort needs to be maximised in nearly every area to achieve the target.

A full list of the actions selected in SCATTER to reach the 2025 target is given in **Error! Reference source not found.** in the Supporting Technical Information document. However, four of the easiest to visualize are given below to provide a sense of scale.

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

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

**Work with partners organisations across the district to achieve this target (see action 22).**

CDC's own carbon emissions are small compared to the area's as a whole. The achievement of the area-wide target will be challenging (as the SCATTER list of actions emphasises) and will largely be done by other organisations and individuals. Therefore, an engagement plan has been drawn up to involve as many in the District as possible while staying tightly focussed on achievement of the target. The three components to this are summarised in the introduction. Engagement with individual citizens is covered by actions 21 and 22. The following section covers engagement with organisations via working groups.

**Working groups**

Discussion between the Climate Change Officer and other CDC officers has shown that there are already a number of partnerships, working groups and fora that could be channels through which the GHG reduction agenda could be pursued. The Manhood Peninsula Partnership Project Officer and the Rural Towns Initiative Officer have both identified groups of organisations on the Manhood peninsula and in Midhurst and Petworth that have GHG reduction projects that they would like to progress and would be likely to welcome assistance through technical knowledge and information on funding sources. There are doubtless other groups, already in existence and with GHG reduction projects that they wish to progress, that might welcome some technical/funding information input. Therefore, it is proposed that the Climate Change Officer continues discussions with other officers to identify these groups and investigate how best to support their GHG reduction actions.

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

CDC officers would convene these groups initially, which would be open to representatives of any organisation with an interest in the District. However, the groups should become self-sustaining in terms of setting up their own meetings and agendas. The intention that that they are fora that enable people to meet like-minds



and develop solutions themselves with CDC providing technical input, information on funding opportunities and networking help.

Participants in existing or new groups could be:

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

A key feature is that the working groups will be ongoing to develop carbon mitigation actions, refine them in light of new events, success and failure. Oxford City Council's deputy leader (Tom Hayes) found that Oxfordshire County Council listened to its carbon reduction proposals more closely as its close community engagement gave its voice greater weight and legitimacy. This has helped to sway county council decisions that affect the district.

Some initial work has been done to identify issues that would benefit from the establishment of a new working group. Discussion within CDC has led to the tentative conclusion that the theme of transport would benefit from the setting up of a dedicated group that could, for example, look at expansion of car clubs and technical support for organisations considering electric vehicles for business use.

In contrast, initially a group working on domestic energy efficiency and renewable energy generation was considered. However, research showed there were already several initiatives underway and the most effective course of action would be to support them (see the section on Domestic Retrofit below).

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

Renewable energy generation in the district would be a third working group.

To summarise the steps that characterise action 3a:

- Support existing partnerships/working groups with suitable GHG reduction projects.
- Establish a transport working group to enable organisations to collaborate to reduce transport emissions.
- Support Chichester City Council on its Tree Summit initiative

- Establish or support the establishment of a renewable energy generation working group.

Whether existing groups are supported by Climate Change Officer or a new group established, reporting routes need to be created to capture the outcomes of GHG reductions actions so we can monitor progress. This is a recommendation from Stroud District Council, which is frequently upheld as a model on action on climate change.

### **Domestic retrofit**

Domestic retrofit can encompass both insulation and renewable energy installations. It can be split into householders that are able to pay for home improvements and householders that need financial support to do so and indeed may be in fuel poverty.

CDC is working with energy providers to [address fuel poverty](#) and [those at risk of cold homes](#). There is the [Chichester Warm Homes initiative](#) and [other schemes](#) with specialist home energy advisors to help householders on low incomes or with disabilities to navigate the schemes available. Furthermore, Solar Together is a Sussex-wide scheme to bulk-buy PV panels to make it cheaper for householders and small businesses to install them on their roofs. It opened to Chichester district householders and small businesses wanting to register interest in September 2020 and will close in October 2020. [Warmer Sussex](#) is an ongoing scheme to help householders improve the energy efficiency of their homes.

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

In September 2020 CDC has joined with other nearby local authorities to bid for funding from the Local Authority Delivery fund. This is one of the Government's green recovery schemes. If successful, work will take place to boost the energy efficiency of homes in the District with low Energy Performance Certificate ratings (E, F or G-rated) occupied by households with incomes of less than £30,000.

The actions carried out under this heading are:

- Climate Change Officer to support Housing Standards Manager to deliver the finalised Housing Standards Financial Assistance Policy (action 3c).
- Public relations to promote the Solar Together PV scheme to householders and small businesses (action 3b). This is currently being done.

### **Taxi and private hire licensing**

Climate Change Officer will support the Communication, Licensing and Events division in identifying ways to reduce greenhouse gas emission from taxis and private hire vehicles (action 3d).

## **Action 16 Tree-planting on non-CDC land**

A document has been written identifying possible funding sources for tree-planting and has been circulated to parish councils and interested parties. It is also available on the [CDC website](#).

A working group could be established to support organisations, especially land-owners and managers, interested in planting trees on their land – see action 3. CDC should also support organisations that wish to seek funding to establish a tree nursery to enable a rapid expansion of UK-grown trees to reduce disease risk of importing trees.

## **Action 18 Trees on Strategic Wildlife Corridors (SWC)**

A document has been written identifying possible funding sources for tree-planting, which has been passed to the officer overseeing the SWC project for use with landowners within the SWCs who are interested in tree-planting.

## **Action 17 Nutrients**

Where land is acquired in Chichester District for the mitigation of nutrient inputs into the harbours, CDC will work with Natural England and the South Downs National Park Authority to ensure that this land is, wherever possible, planted to woodland or used for wetland creation. This will both ensure that mitigation land does not revert to agricultural use in the long term and that the land acts as a carbon sink.

## **Action 19 Cycling & walking initiatives**

The Environmental Protection team has taken this forward through the production of CDC's draft Local Cycling and Walking Infrastructure Plan (LCWIP), which will be open for consultation in September 2020 (Action 19a). Further to this, WSCC's (draft) LCWIP includes the two strategic routes Chichester to Emsworth (known as the Chemroute) and Chichester to Selsey (known as the Selsey Greenway/commuter route). Highways England has announced that it will build Chemroute, subject to funding availability and other caveats.

Environmental Protection team is also working in partnership with WSCC on WSCC's programme of improvements, drawn from the West Sussex Walking and Cycling Strategy and rolled out via WSCC's Sustainable Transport Package and Local Transport Improvement Plan.

Further enhancements have also been achieved through post-Covid19 recovery work i.e. the road space reallocation project's pop-up cycle lanes. As employees started to return to work, businesses were reminded of the Cycle to Work schemes

that encourage cycling and e-biking and the [green travel scheme easit](#) through CDC's eBiz newsletter. The Wellbeing team at CDC also gave a fresh push to the council's own Cycle to Work scheme for employees.

## **Action 20 Electric vehicle charge points**

Eighteen electric vehicle charge points have been installed across CDC car parks. WSCC's contract intends a wider roll-out of EV charge point infrastructure. CDC has a policy of procuring/replacing its cars and Light Duty Vehicle vans with electric vehicles unless there is a significant business case not to. This boosts demand for the charge points. During the refurbishment of Westhampnett depot, ducting was installed under the new surfaces to facilitate the installation of electric vehicles charging points to service future electric vehicles in the Chichester Contract Services' fleet.

## **Action 21 Behaviour change**

The West Sussex Climate Change Pledge is run by West Sussex County Council (WSCC) has been under review. There will be a new communications plan which will support the county council's climate change strategy. This strategy was approved by WSCC in July 2020. WSCC has said that it would be keen to engage and involve the district councils in the new communications plan. However, there is still potentially a role for CDC to use its communication channels to support or augment whatever WSCC does.

CDC's communication division has advised that Spring 2021 would be the earliest time for the launch of a public campaign to encourage low carbon lifestyles. In investigating the plan, the Climate Change Officer encountered several instances of people being unaware of initiatives that were closely related to their professional and personal areas of interest. Therefore, one simple effective step would be to publicise existing initiatives. The Wellbeing team has agreed to use their expertise in helping people to make behavioural changes around health issues to advise on framing messages.

- a) Promote existing schemes e.g. Warmer Sussex, Solar Together, the CDC tree donation option to ensure they are widely known.
- b) Ask groups such as EcoChi, Transition Chichester, Tuppenny Barn and Extinction Rebellion if they would be willing to assist with public engagement to on behavioural change. Taking EcoChi as an example, members are involved in a wide range of key groups such as the Women's Institute, ChiCycle and other walking and cycling groups.
- c) Use existing social media platforms such as Facebook and Twitter to have conversations around the themes listed above. Instagram is possibly the best software application through which to reach young people and some of the groups listed above may be willing to use their Instagram accounts to raise awareness.
- d) Identify websites or mobile phone applications that can be used by individuals to understand their carbon footprint and how it can be reduced.

- e) Launch a public pledge page where individuals and organisations promise to make carbon savings. Try to capture the level of reductions that people commit to making. If the council uses its own site, the webpage needs to be:
- Easy to find from the homepage
  - Attractive and inspiring
  - Interactive

## **Action 22 Citizens' Jury**

The Initial Climate Emergency Action Plan has this item as:

Evaluate benefits and costs of setting up a Climate Commission. A commission would bring together major public and private sector organisations to:

- Co-ordinate and monitor actions that contribute to District-wide carbon reductions.
- Share best practice and innovative project ideas
- Work together to improve sustainable transport networks, (including bus services , park and ride, car-share schemes and car clubs)

2022 is given as the date of implementation.

However, it is proposed to replace the Climate Commission with a Citizens' Jury to be held in 2021 for the following reasons. The Climate Commission was intended to bring together organisations to work on carbon reduction. There are a number of existing fora that can be used to do that as outlined in Action 3. Where there are gaps in engagement, targeted working groups of organisations can be established much more quickly than an all-encompassing commission. Furthermore, Chichester MP Gillian Keegan held a Climate Change Conference on 4 September 2020 aimed at constituents and groups that expressed an interest in climate change. Therefore, there would be some overlap with that event.

The Citizens' Jury would take a different approach, complementing the other initiatives. It would be comprised of a dozen or so members of the public selected to represent the demographic profile of the citizens of Chichester district. They will call on expert evidence over 2-3 days to help them formulate detailed recommendations that can inform the decision-making of district councillors. Participants invest significant time in the exercise. They do not volunteer to participate because of an interest in climate change. Instead they are asked to participate because they represent particular sections of the community by virtue of their own characteristics e.g. age, income, ethnicity, etc. Therefore they are reimbursed for their time and their care costs if they have caring responsibilities as would be expected in a group that represents a cross-section of the community. For further information, see [www.climateemergency.uk/blog/citizens-assemblies-jurys/](http://www.climateemergency.uk/blog/citizens-assemblies-jurys/)  
The Community Project and Partnership Manager is willing to help to draft terms of reference for the process.