

**Appendix One**  
**Cost and Funding Source for Each Charter Action**

Charter Action (numbered from Appendix two)	Cost	CAS funding already available	Could CAS funding be made available	Funding from elsewhere	Time to implement	Internal or external resource to implement	Planned start date	Future funding required
Instruct respective teams to switch lights off as part of a daily routine (1).	£0	N/A	N/A	N/A	<3 mos	Internal through existing FM contract.	Immediately	No
Design and produce publicity for "Switch it Off" campaign (2).	TBC	N/A	N/A	N/A	3 - 6 mos	Internal through Climate Champion Network.	To be picked up as part of a wider behaviour change campaign.	Yes
Install sub metering of lighting circuits to enable monitoring (3).	TBC	TBC	TBC	Yes	>12 mos	External.	Potentially future cost could be covered by CWP or FM budgets.	Yes
Conduct lighting surveys to either install	£100,000	£100,000	N/A	N/A	Spread over the next few years.	External.	From Q4 of 2024	No

additional controls or replace lighting (4). & Commission lighting survey on existing installation (6).								
Mobilisation of staff, regular training sessions, embed a 'Switch if off culture' (5).	£0	N/A	N/A	N/A	<3 mos	Internal through Climate Champion Network.	To be picked up as part of a wider behaviour change campaign.	No
Commission lighting pollution impact report (7).	£15,866	No	No	15,866	3 mos during winter.	External.	During winter months	Yes
Commission Equality, Diversity and Inclusion (EDI) on existing lighting (8).	£15,866	No	No	£15,866	<1 mos	External.	Soon	Yes

Engage with stakeholders (9).	£0	N/A	N/A	N/A	<3 mos	Internal.	Soon	No
Review our lighting system: Considering biodiversity (10).	£8,700 to £15,866	No	No	£15,866	1 year to accommodate all seasons	External.	During winter months	Yes
Instigate glare survey (11).	£26,500	No	No	£26,500	3 mos during winter	External.	During winter months	Yes
Install blinds and curtains (12).	£94 for a 'dumb' blind £344 an automated blind.	No	No	TBC	>two years	External.	TBC	No
Close blinds (13).	£0	N/A	N/A	N/A	<3 mos	Internal through existing FM contract.	Now	No
Procuring sustainable light fittings (14).	£0	N/A	N/A	N/A	Ongoing process	Internal.	TBC	Yes
Minimise the impacts of our lighting:	£0	No	No	TBC	Ongoing process ~ 10 to 20 years	Internal.	TBC	Yes

Replace luminaires (15).								
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