

Kidderminster Town Council
Climate Change and Biodiversity Working Group

Meeting, 6.00 pm, Thursday 17th September 2026.

To All members of Kidderminster Town Council.

Microsoft Teams meeting

Join:

Join: <https://teams.microsoft.com/meet/320199149956982?p=H4Xw4T0PaNievm1tfy>

Meeting ID: 320 199 149 956 982

Passcode: 9Wg6aV27

Agenda.

1. Notes of last meeting (05.08.26) and any updates (**Appendix 1**)
2. The Public Emergency Briefing, (See NEBriefing.org) scheduled for 21/9/2026. (**Appendix 2**)
3. Resilience measures required to protect the Council from disruption which may be caused by extreme weather events.
4. Coordinate with Emergency Plans and support the work of the Environment Agency, Councils, emergency services, etc. during extreme weather events
5. Update from The Council's Civic, Community and Events Committee (**Appendix 3**)
6. Council Action Plan Update (**Appendix 4**)
7. Future meeting dates for the Climate Emergency and Biodiversity Working Group to be scheduled and all members invited to attend

Kidderminster Town Council
Climate Change and Biodiversity Working Group

Meeting, 6.00 pm, Wednesday 5th August 2026.

To All members of Kidderminster town Council.

Notes:

The meeting was held online and the following attended:

Councillors Doug Hine (Chairman), Fran Oborski, Darren Chambers and Liam Carroll.

Hugh Peacocke, CEO.

1. Appointment of Working Group Chairperson.

As the only appointed member of the Working Group present at the meeting, Councillor Hine retained the Chair.

It was agreed that the Working Group recommends to Full Council in October that the membership be increased to 6, with a quorum of members of the Working Group. (All members would be welcome to join the meetings)

2. A Corporate Travel Policy for Officers and Members that favours use of the less carbon-intensive method of travel

The meeting considered the draft policy.

The following amendments were agreed:

1. Core Principle: The Travel Hierarchy

Personnel must consider alternatives to travel before booking.

When travel is necessary, choose the mode with the lowest environmental impact, where this is practical and possible.

- | | |
|--------------------|--|
| [Lowest impacts] | 1. Virtual Meetings (No travel, where permissible) |
| | 2. Walking or Cycling |
| | 3. Public Train or Tram |
| | 4. Public Bus or Coach |
| | 5. Electric Vehicle (EV) |
| | 6. Petrol/Diesel Vehicle |
| [Highest Impact] | 7. Shared vehicle |
| | 8. Domestic Aviation |

(This hierarchy also applies to commuting to work/ meetings of the Council)

The meeting noted that bus services in Kidderminster did not run after 6.30 pm, which would mean that this mode of travel was not practical after evening meetings.

Subject to the above amendments, the draft Corporate Travel Policy to be recommended for approval by Full Council in October.

3. The People's Emergency Briefing

The screening of the briefing is scheduled for 21/9/2026.

The Briefing deals with raising awareness around:

- A. Resilience measures required to protect the Council and the community from the disruption due to future extreme weather events.
- B. Holding meetings with agencies to determine their plans and how KTC can assist/ support.
- C. Coordinate with Emergency Plans of the Environment Agency, Councils, emergency services, etc. during extreme weather events
- D. Community Engagement.

The CEO had met with Councillor Vicky Caulfield and reps from The Wyre Forest Green Alliance to plan for the screening.

The Town Mayor will be invited to welcome people to the screening.

All members of the Town Council, all members of the District Council and the Constituency MP, Mark Garnier, will be invited. The briefing will be open to the public and the Council will set up an online booking system for this.

The screening will be followed by round table discussions, which will be facilitated and supported by The Green Alliance.

The Council will use the opportunity to promote the Climate Emergency Working Group and the Council's Action Plan.

4. Extreme Weather Policy for Staff and Business Continuity

The Working Group considered a draft Policy. It was agreed to add storms to the items included in extreme weather.

It was noted that time off under this Policy must be worked back within 60 days. Subject to consultation with KTC staff, the Policy is to be recommended to the Meeting of the staffing committee in September.

5. Reports back from the Town Hall Committee and the Operational Services Committee

The Working Group received the reports. Noted proposals for solar panels on the roof of the Town Hall. It was pointed out that the maintenance contract should include cleaning the panels. It was also suggested that netting be installed around the sides to prevent birds going under the panels. The use of batteries was recommended to store power rather than selling at a discount rate to the National Grid.

Councillors D. Hine and D. Chambers agreed to review the contracts and arrangements when available, before the council commits to any contract. It was noted that Listed Building Consent would be required and perhaps planning permission. KTC to consult the planning Authority. The Council will look to minimise the impact on the setting/ appearance of the grade 2 listed Building.

It was noted that the Council staff could employ “good housekeeping” practices to reduce energy consumption, such as turning off lights, closing doors and windows, switching off/ unplugging devices when not in use, etc.

It was suggested that the Council could investigate timing devices to switch off power when not needed.

It was agreed that council should encourage Savva Bars to recycle and reduce wastage, where possible.

6. Working on Carbon Reduction initiatives.

The CEO reported that the Council had contacted Utility Aid and had an initial consultation regarding a report for energy, carbon and cost reduction. The Council was compiling the information requested in order to price for the report. Utility Aid would also assist with supplier procurement in the future.

It was agreed:

- A) That other consultants should also be invited to quote for this work before entering into any formal arrangements, and
- B) That the Council seek quotes for a carbon audit, to establish a baseline against which carbon reduction measures can be assessed.

7. Future meeting dates for the Climate Emergency and Biodiversity

Working Group to be scheduled and all members invited to attend.

Working group meetings online, at 6.00 pm on 17th September (pre Council meeting in October) and 19th November (pre budget setting).

PRESS NOTICE

What do the current drought and outbreaks of wildfire mean for our health, the economy and food security?

Kidderminster Town Council is hosting a screening of the film “People’s Emergency Briefing” on Monday 21st September in the Town Hall.

The film explores threats and solutions associated with climate change and nature loss. It features input from ten experts, initially delivered at a gathering of 1,200 politicians and leaders in Westminster Hall, under the title of the “National Emergency Briefing”. The event is also supported by Wyre Forest Green Alliance.

The 50 minute film starts at 6.30pm and will be followed by a facilitated discussion exploring people’s reactions and ideas on the impact of changing weather patterns. The film is free to view and the Corn Exchange café will be open beforehand.

Councillor Vicky Caulfield, said: “I saw this film at a community screening in Bewdley and feel very strongly that it should be accessible to the people of Kidderminster. It highlights what we need to do to become more resilient as a nation in the face of multiple threats. Recent weather conditions have shown that we are not immune locally. It’s a film that everyone should see.”

The film explores the impact of weather extremes and weather “tipping points” on climate and nature. It also highlights increased risks to the economy, our health and food security.

Speaking on food security in the film, Professor Paul Behrens said:

"We face a choice. We can continue with business as usual, watching our food system crumble, costs rise, and resilience erode. Or we can act now to improve our health, our environment, and our ability to roll with the punches of climate change. We will look back and wonder why we didn't do it sooner."

Tickets for the Kidderminster screening should be booked on [Kidderminstertownhall.org.uk](https://bit.ly/4wL7REH). (See <https://bit.ly/4wL7REH>)

PRESS RELEASE ENDS

Contact for comment:

David Whiting:

T: 07471207181

E: dandvwhiting@gmail.com

NOTES FOR EDITORS

Representatives of the Press are welcome to attend the screening.

Tickets obtainable on [Kidderminstertownhall.org.uk](https://bit.ly/4wL7REH). (See <https://bit.ly/4wL7REH>)

Details of the National Emergency Briefing, including the talks and screening map are available here:

[National Emergency Briefing](#)

People's Emergency Briefing

On the climate and nature crisis

Kidderminster

**Admission is free. book your place on [Kidderminstertownhall.org.uk](https://www.kidderminstertownhall.org.uk).
(See <https://bit.ly/4wL7REH>)**



Hosted by Kidderminster Town Council
and Wyre Forest Green Alliance

Kidderminster Town Hall
6.30 pm, 21st September 2026.



Welcome

Thank you for being here.

This film brings together leading evidence on the climate and nature crisis, and what it means for the UK. Across the UK, people are now coming together to ensure these risks are properly understood, openly discussed and responded to with the seriousness they require. **The recent drought and local wildfires have brought these issues into sharp focus.**

A growing national effort

The National Emergency Briefing is building support for a government-backed televised emergency briefing to the nation on the climate and nature crisis.

The film extends that work into workplaces, organisations and communities across the country, helping create the shared understanding needed for an effective national response. Actual or planned screenings now number over 3,500.

Since the film was launched a Joint Intelligence Committee report (<https://bit.ly/495HmQL>) has concluded that climate change and nature loss are a significant threat to UK national security, further emphasising the need for more UK government action on resilience.

What you can do next

Get active. Join one of the member organisations of Wyre Forest Green Alliance. Details at wfgall.org.

Become a volunteer for Kidderminster Town Council's Sounding Board to assist our Climate Emergency Action Working Group. Contact chiefexec@kidderminstertowncouncil.gov.uk

Sign the Climate Emergency petition to force a parliamentary debate on the Climate Emergency.

Visit the following site: <https://petition.parliament.uk/petitions/767687>

In partnership with **Bath University**, we are also conducting important national research around how this film is landing. Please scan the QR code to access the **Bath Survey**, for your responses before and after watching the film.

Scan the code or type www.nebriefing.org/peb



Civic, Community & Events – Climate Change

Kidderminster Town Council's Climate Emergency Action Plan, attached, adopted on 22 October 2025, and reviewed this year, sets out the Council's commitment to reducing its environmental impact and considering climate action across all areas of its work.

As part of this commitment, Civic, Community and Events activities should, where relevant and proportionate, adhere to and support the objectives of the Climate Emergency Action Plan. Sustainability should therefore be considered when planning and delivering Council events, civic functions, ceremonies and community activities, with opportunities taken to reduce waste, minimise carbon emissions, use resources responsibly and promote sustainable practices.

The following are practical measures which have been incorporated into event planning and delivery:

Area	Action
Remembrance service sheets	Encourage attendees, where appropriate, to share service sheets rather than providing one per person.
	Provide clearly marked collection points for unwanted service sheets and other paper materials after events.
Reduce general printing	Use digital information, QR codes and online publicity where practical to reduce paper use.
Reuse materials/ equipment	Retain and reuse suitable signage, displays and event materials or equipment for future events rather than producing new items each time.
Waste & recycling	Provide clearly labelled waste and recycling points to minimise and remove their own waste.
Single-use plastics	Reduce the use of single-use plastics and encourage reusable or recyclable alternatives.
Christmas lights	Usage energy-efficient LED lighting and timers and consider the environmental impact when purchasing or replacing decorations.
Transport	Encourage walking, cycling, public transport and car-sharing through event publicity and information.
Local procurement	Use local suppliers where practical, helping to support the local economy while potentially reducing travel.
Civic events - general	Consider sustainability when planning civic receptions, Mayor's events, ceremonies and other Council functions, including catering, and materials.
Outdoor civic events	Minimise damage to grass and planted areas, restrict unnecessary vehicle access and protect local green spaces.
Digital promotion	Prioritise social media, the Council website, QR codes and digital invitations to reduce printed promotional materials.
Staff & volunteers	Encourage staff, volunteers and event organisers to follow simple sustainability measures as part of normal event planning.

Further suggestions to implement:

Event planning	Add an Environmental Sustainability section to event plans, covering waste, energy, transport, procurement and materials.
Food & catering	Encourage local caterers and food traders to minimise packaging and food waste.

Kidderminster Town Council

Climate Emergency Action Plan

This Action Plan was adopted by Kidderminster Town Council on 22nd October 2025
Progress to be reviewed twice annually by the Finance & Overview Committee of the Council.

Introduction

The Climate Emergency refers to the urgent and significant threat posed by climate change, which is primarily driven by human activities such as burning fossil fuels, deforestation, and industrial processes. This situation has led to rising global temperatures, increased frequency and severity of extreme weather events (such as hurricanes, droughts, and floods), melting ice caps, and rising sea levels.

Globally, our current trajectory is moving us rapidly towards more than 2.0C of warming, which for the UK will bring hotter, drier summers and milder, wetter winters with an increase in the frequency and intensity of extreme weather events¹, combined with sea level rise,² The consequences of these changes are already being felt. Over recent years, severe floods have caused major damage to property and businesses across the UK. Other far-reaching effects will be on ecosystems, biodiversity, agriculture, water resources, and human health, while also exacerbating social inequalities.

Within the framework set by the UK government to be Carbon Neutral by 2050, Kidderminster Town Council declared a Climate Emergency in 2021. The Council has joined with over 600 councils across Britain – big and small – covering 96% of the population who are setting ambitious targets and taking meaningful action.³ Measures that Kidderminster Town Council can take in its own activities will have some limited effect. However, it will set an example and allow the Council to take an active role in encouraging and enabling others to act.

1. MET Office, What is Climate Change:

<https://weather.metoffice.gov.uk/climate-change/what-is-climate-change>

2. MET Office, UKCP18 Marine Climate Change: <https://www.metoffice.gov.uk/binaries/content/assets/metofficegovuk/pdf/research/ukcp/ukcp18-infographic-headline-findings-marine.pdf>

3. As of 16th October 2025, source: climateemergency.uk

<https://climateemergencydeclaration.org/climate-emergency-declarations-cover-15-million-citizens>

Action	Timescale	Cost £ low ££ medium £££ high	Committee/ Service Responsibility	Status (R/A/G)	Notes
Lobbying, Leadership and Community Engagement					
Organisational Review of Policies to align with Climate Emergency Commitment	Short	£	Working Group/ All	G	All committees have now reported.
Publicise commitment and promote energy-efficient and green measures to residents in public seminars, leaflets and website – in conjunction with local expertise	Short	££	Corporate Services	A	Newsletters, Press release. Meetings online and open to all. PEB Screening 21.09.26
Make reference to Climate Emergency and need for renewable energy measures when commenting on Relevant planning matters (i.e. planning applications and Local Plan consultations): 1. Stronger energy efficiency (insulation, passive solar, heat pumps) in building standards; 2. More thorough solar energy capture, on North-South facing houses; 3. More domestic battery storage; 4. New build housing to have appropriate local infrastructure (shops, schools, café, community hall, open space) to improve wellbeing and reduce car dependence; 5. Design better, and more, public transport, cycling and walking routes; 6. Protect natural resources, including streams, trees and community fabric; 7. Remodelling the town centre to improve the environment for pedestrians and cyclists, reduce the impact of traffic to improve town centre health.	Short	£	Planning	G	Planning Committee advised.
Add Climate Emergency References in all new contract specifications and Tenders and add to the evaluation process.	Short	£	All	G	Tender documentation- including new parks contract, now revised.
Encourage councillors and staff to undertake Carbon Literacy training	Medium	££	All	A	One day courses are available quite cheaply
Encourage Councillors to promote climate change	Short	£	Corporate Services	A	Ongoing- posters and social media

Publicise and promote achievements in reducing the Council's carbon footprint on website and in the Newsletters	Medium	£	Corporate Services	R	Matt Smith and solar panel; LED lighting
Adopt a travel policy that favours use of the less carbon-intensive method of travel for staff and councillors	Short	£	Corporate Services	A	Policy drafted for Full Council October
Carbon Reduction - Assets					
Undertake Carbon Footprint Audit	Short	££	CEO	A	Seeking quotes for reductions in costs and carbon
Use carbon accounting tools such as the Worcestershire Decarbonisation Portal, and promote to other organisations	Short	£	Operational Services / Working Group	A	Obsolete?
Commit to Carbon Neutral Council by 2035	Long	£	All	G	In the Council's Vision
Undertake a Buildings Audit to identify any efficiency measures	Short	££	Town Hall/ Operational Services	A	September 2026: Utility Aid is to carry out an ISO 50002 Level 2 energy assessment at the Town Hall. Its energy reduction report will identify priority measures and expected energy, cost and carbon savings, and is due within 20 working days of the site visit and receipt of data.
Replace all Council lighting with LED	Short	££	Town Hall/ Operational Services	G	Town Hall lighting replaced or installed during redevelopment project are LED. Recent replaced fittings are LED and ongoing programme of replacing of old fittings will be LED. Broadwaters car park and tennis club - LED, operational unit is LED.
Consider climate impact on new purchases of plant & machinery	Medium	££	Operational Services	G	Next year, parks transfers
Support retro-fitting of existing housing with improved energy efficiency measures	short	£	Corporate Services	R	Promote on website, social media, etc.
Consider carbon footprint of any buildings to be taken on by the Town Council in the future	Long	£	Operational Services	G	

Reduce carbon footprint of Town Council office activities	Short	£	Corporate Services	A	Reduce printing, request minimal packaging on items ordered e.g. paper All appliances with exception of phones and CCTV turned off at plug each weekend. Turn off copiers at end of each day Use bicycle for travel to meetings / inspections within the town Reduce printing for all staff and councillors Town Hall Manager investigating solar panels for roof
Agree approach to "Carbon Neutral"	Medium	£	Working Group/ All		At what stage might offsets be considered/ permitted?
Renewable Energy					
Request energy from Town Council's electricity providers is renewable	Medium	£	Corporate Services	A	If existing provision is not from renewable sources, assess alternative renewable tariffs and costs to switch.
Explore potential for installing Solar/Wind mitigating measures on Council Land/Buildings	Long	£££	Town Hall/ Operational Services	G	We investigated Market St toilets, advised wouldn't be a suitable building for solar energy. September 2026: A site meeting is scheduled for 21 September 2026 to assess rooftop solar PV at the Town Hall. The proposal has no capital cost to the Council and uses a long-term Power Purchase Agreement, subject to site findings, listed building consent and Council approval

Action	Timescale	Cost £ low ££ medium £££ high	Committee/ Service Responsibility	STATUS (R/A/G)	Notes
Transport					
Explore infrastructure requirements and power capacity for electric vehicles	Long	££	Operational Services	G	Exploring EV charging and 3 x new vehicles will be all electric
Encourage increased use of public transport by: 1. Lobbying for improvement of Kidderminster Bus Station 2. Enhancing our bus stop 3. Consider subsidising a Saturday discount bus fare 4. Work for more EV car charging in public spaces where private driveway charging is unavailable/limited.	Short Short Medium Medium	£ £ £££ ££	Operational Services	A	Next year's budget? Looking to contact Diamond Buses. Also Cabinet Member
Waste Minimisation					
"Paper-light" Council Meetings	Short	£	Corporate Services	R	Councillors still want hard copies
Encourage a policy of "Reduce, Reuse, Recycle, Compost" prior to landfill or incineration for contractors and Council operations	Short	£	All	G	Office waste is recycled, slightly more difficult with waste collected on recreation ground and bins as this is labour intensive also concerns for health and safety of staff- Courtyard café Policy is sustainable
Promote schemes that can improve resource and waste efficiency, such as community waste reduction initiatives, repair cafes, reuse schemes, composting programmes and local exchange schemes	Short	£	Operational Services / Corporate Services	R	Councillors' Ward grants?

Action	Timescale	Cost £ low ££ medium £££ high	Committee/ Service Responsibility	STATUS (R/A/G)	Notes
Open Spaces					
Develop Open Space Management Plans	Short	£	Operational Services	G	Already done
Any future Public Open Space adoption to include any Climate Emergency Needs	Short	£	Operational Services	A	Parks transfers?
Develop a long-term approach to tree planting, including, encouraging community tree planting and identifying locations for bulk planting	Long	££	Operational Services	A	Ward grants?
Support allotments and domestic food production	Long			G	New allotment agreements coming to next Services Committee
Encourage community orchards and tree planting to include fruit and nut trees	short			A	Ward grants?
Use own compost, then subsequently purchase Peat-Free Compost	Medium	£	Operational Services	G	In place
Reduce the amount of herbicides used by the council	Short	£	Operational Services	G	In place
Continue replacement of floral planters with built-in water reservoirs to reduce the need for watering	Medium	££	Operational Services	A	Move towards drought resistant planting. Move towards rain harvesting.
Food					
Encourage the consumption of less meat and more plant-based food	Medium	£	All	R	Website/ social media
Reduce food waste	Short	£	All	G	Courtyard on board

Action	Timescale	Cost £ low ££ medium £££ high	Committee/ Service Responsibility	STATUS (R/A/G)	Notes
Extreme Weather Events					
Work to assess past and future risks to residents, organisations and the council from extreme weather events or hazards arising from a changing climate. This should include the impact of: • Surface water flooding from extreme rainfall • Extreme heat and cold in homes especially at night • Extreme temperatures in workplaces • Extreme wind, hail, rainfall and drought	Medium	£££	Operational Services/ Town Hall	A	Extreme weather policy approved by Staffing committee. People's Emergency Briefing 21/9
Produce a plan and estimated costings for the adaptation and resilience measures required to protect the Council from the disruption due to future extreme weather events.	Medium	££	Operational Services/ Town Hall	A	Council committees and Town have considered and reported
Identify methods of funding this work					
Coordinate with Emergency Plans of the Environment Agency, Councils, emergency services, etc. during extreme weather events	Short	£	All	A	People's Emergency Briefing 21/9
Working with Partners					
Work with Worcestershire (or successor) Council, surrounding parish and town councils, district and other councils and relevant partners including businesses, educational establishments and civil society organisations, to determine and implement best practice on Climate Change and Environmental Protection	Medium	£	Corporate Services/ CEO	A	People's Emergency Briefing 21/9
Monitoring					
Climate Actions should be a consideration of all committees	Short	£	All	G	All Committees have now considered and reported.
Report twice annually reviews against plan	Short	£	CEO	G	Dates to be calendared... April and October.
Undertake annual carbon footprint audit	Short	££	CEO	R	Evidence base