



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press

Contact: Gina Wilding
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Despatch date: 16th December 2022

CLIMATE ACTION SUB-COMMITTEE

You are summoned to attend the Meeting of the Climate Action Sub-Committee to be held at The Garden Room, The Methodist Church, Broad Street, Ludlow SY8 1NH on
22nd December 2022 at 9:30am

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- **CLIMATE ACTION PLAN**

The public may speak at this meeting

Public Open Session (15 minutes) – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.



1. **Welcome from the Chairman and essential housekeeping information.**
In the event of a fire alarm, please leave in an orderly fashion by the main Exit at the front of the building. In the unlikely event that this route is blocked, please leave through the Fire Exit behind me, and through the side entrance. (For those upstairs there are Fire Exits at the front and at the back) Please assemble on the pavement outside, away from the front of the building.
For fire safety purposes, all attendees of this meeting were asked to give their name upon entry.

2. **Recording of Meetings – Under the Openness of Local Government Regulations 2014, recording and broadcast including blogging, tweeting and other social media is permitted during public session of Council meetings.**

The act of recording and broadcasting must not interfere with the meeting.

The Council understands that some members of the public may not wish to be recorded and asks that they make this known immediately.

3. **Apologies**
To receive Councillors' apologies.

4. **Declarations of Interests**
To receive declarations of interests for:
 - a) Disclosable Pecuniary Interest
 - b) Declaration of conflicts of Interest
 - c) Declarations of personal interest

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

5. **Public Open Session (15 minutes) – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.**

6. **Minutes**
To approve as a correct record the minutes of **Climate Action Sub-Committee Thursday 10th November 2022**

7. **Items to Action**
To note the items to action **Thursday 10th November 2022.**

ITEM	Attachment
8. <u>SOUTH SHROPSHIRE CLIMATE ACTION GROUP</u> To receive an update	No papers



9.	<u>POWERS TO AFFECT CLIMATE ACTION</u> To consider the town council powers that can support Climate Action	9
10.	<u>CLIMATE ACTION PLAN</u> To review updated status column	10
11.	<u>REFILL SCHEME</u> To consider information and agree actions to join the Refill Scheme.	11
12.	<u>FINANCE</u> To note that a Climate Action heading will be added to the 2023 / 24 budget.	No papers
13.	<u>WATER BUTTS</u> To note that action is planned in January as detailed on Action Plan.	No papers
14.	<u>HOT WATER TIMERS</u> To note that a report on the practicalities of installing hot water timers at all LTC sites and bring actions and timescales will come to the February meeting.	No papers
15.	<u>CLIMATE EMERGENCY UK (CEUK)</u> To consider information provided.	15
16.	<u>TRANSPORT QUESTIONNAIRE</u> To note that a response to SSCA transport questionnaire will be requested for the February meeting.	No papers

M e m b e r s h i p

Councillors Lyle (Chair) Adams (Vice Chair); Laurie, Parry, Pote and Waite.

The next Climate Action Sub-Committee meeting is 9th February 2023

Minutes
10th November 2022



MINUTES

Minutes of a meeting of the **Climate Action Sub-Committee** held at the Methodist Church, Broad Street on **Thursday 10th November 2022** at **11am**.

CAS/02 PRESENT

Councillors: Adams, Laurie, Lyle, Parry, Pote, B. Waite,

Officers: Gina Wilding, Town Clerk
Kate Adams, Deputy Town Clerk
Rory Bunting, Communications & Marketing Officer

CAS/03 ELECTION OF A CHAIRMAN

RESOLVED (PA/RP) unanimous

That Councillor Lyle is elected Chairman.

CAS/04 ELECTION OF A VICE CHAIRMAN

RESOLVED (DL/BW) unanimous

That Councillor Adams is elected Vice Chairman.

CAS/05 WELCOME AND ESSENTIAL HOUSEKEEPING INFORMATION

Chairman Cllr Lyle welcomed everyone to the Climate Action Sub-Committee meeting at the Methodist Church and explained housekeeping information.

CAS/06 RECORDING OF MEETINGS

The Chairman notified those present that under the Openness of Local Government Regulations 2014, recording and broadcasting is permitted during public session of Council Meetings.

CAS/07 APOLOGIES

No apologies received.

CAS/08 DECLARATIONS OF INTEREST

None declared.

CAS/09 PUBLIC OPEN SESSION

No members of the public were present.

CAS/10 MINUTES

RESOLVED DL/VP (4:0:2)

To approve the minutes of the Climate Action Sub-Committee meeting of Thursday 29th September 2022.

CAS/11 ITEMS TO ACTION

RESOLVED DL/BW (unanimous)

To note that there are no items to action from a previous meeting.

CAS/12 TERMS OF REFERENCE

RESOLVED DL/VP (unanimous)

To note the Terms of Reference.

CAS/13 POWERS TO AFFECT CLIMATE ACTION

RESOLVED DL/VP (unanimous)

To note the document Powers to affect Climate Action and to bring it back to the next meeting for discussion.

CAS/14 CLIMATE ACTION PLAN

RESOLVED (VP/DL) unanimous

To ask Julian Dean to attend the next meeting of Representational Committee to talk about his Mayors Guide to Climate Action.

During the review of progress on the climate action plan and recommendations, it was agreed to:

- To bring more information about joining Refill scheme to the next meeting. Specifically, to establish actions would be needed by LTC to register its buildings as part of the Refill Scheme.
- To research the options for installing a public a water fountain under the frontage of Castle Street toilets.
- To contact Shropshire Council about the verge given permission to be planted as a wildflower area but was dug up by a contractor re contractor working on grass verges. Why did this happen and how can it be avoided in future? Would SC be able to reinstate the wildflowers?
- To contact SC as landowner of the commercial units operated by Western Power to ask if they can do anything to reduce the light pollution. Could the light be channel to required areas by shades /

screening canopies, or could the time the lighting is activated be reduced by PIR motion sensors?

- That the Sub-Committee should invite other local organisations to make presentations so that the sub-committee remains in touch with all local initiatives
- To update status column prior to next meeting

Priority items for the next agenda were identified as:

To remind the Budget Task & Finish to add a Climate Action budget heading.

To report back on the practicalities / options for installing water butts at LTC owned properties.

To explore the practicalities of installing hot water timers at all LTC sites and bring actions and timescales to the next meeting.

To follow up and request a response to SSCA transport questionnaire.

To note that fan heaters at all sites had been replaced with more energy efficient oil filled radiators.

Additional Future agenda items:

- Explore infra-red heating at the Guildhall.
- Explore initiatives to encourage community meeting points for activities such as coin operated laundry facilities. To explore beginning this journey with smaller steps such as funding washing lines to encourage less use of dryers.
- To invite Connexus to a meeting next year to explain their environmental policy.

Save our Shropshire questionnaire “How green is our area?”

There are a lot of generic questions that do not necessarily relate to Ludlow. The survey could be used as a bench marking activity to inform the development of the content of the climate action plan.

CAS/15 CLIMATE ACTION PLAN COMMUNICATION

It was agreed that the Climate Action web page was a good start. It should be easier to find on the website with an obvious link from the home web page and be linked on Facebook page posts.

To promote all LTC activities/actions on social media, as well as promoting other energy saving initiatives and environmentally friendly schemes being used elsewhere.

It was noted that the Centre for Sustainable Energy Carbon Footprint for Ludlow is a useful document for internal use at present.

CAS/16 CLIMATE ACTION TRAINING

It was agreed that internal training lead by LTC staff would be a good place to start. Training could be linked to targets on the action plan. Report to be drafted on how it would work, what we could cover and who would attend. Deputy Town Clerk to action.

CAS/17 PLANNING REFORMS AND PLANNING DESIGN CODES

To defer to Representational Committee and seek Cllr Julian Dean's input.

CAS/18 NEIGHBOURHOOD PLANNING AND TRANSPORT DECARBONISATION TOOLKIT

It was agreed that for this item to be relevant, the council need to have a Neighbourhood Plan in place, and this would require a large amount of work and funding.

CAS/19 NALC BLOG

The blog was not considered locally relevant.

Meeting closed 12.12pm.

Chairman

Date

Items to Action

Climate Action Sub-Committee 11th November 2022

Items to Action

Min No.	Resolution	Action	Staff	Status	Date
10/11/22					
CAS/03	<p><u>ELECTION OF A CHAIRMAN</u></p> <p><u>RESOLVED (PA/RP) unanimous</u></p> <p>That Councillor Lyle is elected Chairman.</p>	<p>Record in minutes</p> <p>Update agenda</p>	<p>KA</p> <p>GW</p>	<p>Complete</p> <p>Complete</p>	<p>11/11/2022</p> <p>16/12/22</p>
CAS/04	<p><u>ELECTION OF A VICE CHAIRMAN</u></p> <p><u>RESOLVED (DL/BW) unanimous</u></p> <p>That Councillor Adams is elected Vice Chairman.</p>	<p>Record in minutes</p> <p>Update agenda</p>	<p>KA</p> <p>GW</p>	<p>Complete</p> <p>Complete</p>	<p>11/11/2022</p> <p>16/12/22</p>
CAS/10	<p><u>MINUTES</u></p> <p><u>RESOLVED DL/VP (4:0:2)</u></p> <p>To approve the minutes of the Climate Action Sub-Committee meeting of Thursday 29th September 2022.</p>	<p>File signed minutes</p>	<p>KA</p>		
CAS/13	<p><u>POWERS TO AFFECT CLIMATE ACTION</u></p> <p><u>RESOLVED DL/VP (unanimous)</u></p> <p>To note the document Powers to affect Climate Action and to bring it back to the next meeting for discussion.</p>	<p>Create an agenda item on next agenda</p>	<p>GW</p>	<p>Complete</p>	<p>16/12/22</p>

Climate Action Sub-Committee 11th November 2022

Items to Action

CAS/14	<p><u>CLIMATE ACTION PLAN</u></p> <p>RESOLVED (VP/DL) unanimous</p> <p>To ask Julian Dean to attend the next meeting of Representational Committee to talk about his Mayors Guide to Climate Action.</p> <p>During the review of progress on the climate action plan and recommendations, it was agreed to:</p> <p>To bring more information about joining Refill scheme to the next meeting. Specifically, to establish actions would be needed by LTC to register its buildings as part of the Refill Scheme.</p> <p>To research the options for installing a public a water fountain under the frontage of Castle Street toilets.</p> <p>To contact Shropshire Council about the verge given permission to be planted as a wildflower area but was dug up by a contractor re contractor working on grass verges. Why did this happen and how can it be avoided in future? Would SC be able to reinstate the wildflowers?</p> <p>To contact SC as landowner of the commercial units operated by Western Power to ask if they can do anything to reduce the light pollution. Could the light be channel to required areas by</p>	<p>Pass information to REP committee officer</p> <p>Retrieve info</p> <p>Put on agenda</p> <p>To research and bring information back to committee.</p> <p>To email SC</p> <p>To email SC</p>	<p>GW</p> <p>KA</p> <p>GW</p> <p>KA</p> <p>GW</p> <p>GW</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Pending</p> <p>Awaiting response</p> <p>Awaiting response</p>	<p>16/12/22</p>
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Climate Action Sub-Committee 11th November 2022

Items to Action

	<p>Explore initiatives to encourage community meeting points for activities such as coin operated laundry facilities. To explore beginning this journey with smaller steps such as funding washing lines to encourage less use of dryers. To invite Connexus to a meeting next year to explain their environmental policy.</p> <p>Save our Shropshire questionnaire “How green is our area?”</p> <p>There are a lot of generic questions that do not necessarily relate to Ludlow. The survey could be used as a bench marking activity to inform the development of the content of the climate action plan.</p>	<p>To be recorded on ITA for future actioning.</p> <p>To be recorded on ITA for future actioning.</p> <p>To be recorded on ITA for future actioning</p>			
CAS/15	<p><u>CLIMATE ACTION PLAN COMMUNICATION</u></p> <p>It was agreed that the Climate Action web page was a good start. It should be easier to find on the website with an obvious link from the home web page and be linked on Facebook page posts.</p> <p>To promote all LTC activities/actions on social media, as well as promoting other energy saving initiatives and environmentally friendly schemes being used elsewhere.</p> <p>It was noted that the Centre for Sustainable Energy Carbon Footprint for Ludlow is a useful document for internal use at present.</p>	<p>Create link</p> <p>To create project plan updates;</p> <p>Create ad hoc updates social media.</p>	<p>RB</p> <p>GW / RB</p> <p>KA / RB</p> <p>KA</p>	<p>Complete</p> <p>Pending</p> <p>Ongoing</p> <p>Complete</p>	

Climate Action Sub-Committee 11th November 2022

Items to Action

		Recorded in minutes			
CAS/16	<u>CLIMATE ACTION TRAINING</u> It was agreed that internal training led by LTC staff would be a good place to start. Training could be linked to targets on the action plan. Report to be drafted on how it would work, what we could cover and who would attend.	To be planned and actioned To be reported back to committee at a future date.	KA KA	Pending Pending	
22/12/22					

Powers to Affect Climate Action

Roles and responsibilities of local councils in delivering net-zero

There are over 9,000 town and parish councils in England, and some 730 community councils in Wales. As the nearest local government tier to the community, their roles in delivering net-zero can be:

- Supporting and encouraging climate action initiatives from residents and businesses in their council area
- Showing leadership by delivering their own projects, including achieving net zero in the management of their own council buildings
- Working with other local authorities and partners to deliver joint projects that directly or indirectly support the move to net-zero

Community councils in Wales already have statutory support for such actions under the Well-being of Future Generations (Wales) Act 2015 and are required to provide an annual report on progress. While a similar bill to cover the whole of the UK is still being considered by Parliament, under the Localism Act 2011 local councils in England can work with their communities to produce Neighbourhood Development Plans that include climate action policies and targets. These plans may include carbon emission statistics from the whole council area, not just council buildings.

Creating new or revising existing plans can take around two years to complete. Before then, local councils can more immediately seek to encourage the move to net-zero through their comments on planning applications for local developments, either domestic or commercial.

Local councils in England have very few statutory responsibilities of any kind. The most relevant to net-zero is the responsibility under the Small Holdings and Allotments Act 1908 to respond to any request for new allotments – the more food is grown locally, the less carbon emissions there may be from fossil-fuel vehicles. However, there are opportunities for climate action through using existing powers, such as the Section 137 power from the Local Government Act 1972 to spend council funds on projects that benefit the local community (see more at Appendix 1).

Without statutory responsibility, the actions of local councils in delivering net-zero must be founded on the will of the councils themselves. While work towards net-zero may be encouraged in general by other bodies or reports in the media, the responsibility for climate action of every kind then rests on the shoulders of elected members. Direct encouragement and support may come from activists in the local community, and town and parish clerks also have a regular role as noted in the standard clerk's job description:

“The Clerk is expected to advise the Council on, and assist in the formation of, overall policies to be followed in respect of the Authority's activities and in particular to produce all the information required for making effective decisions and to implement constructively all decisions.”

APPENDIX 1 - LOCAL COUNCILS' POWERS & OPPORTUNITIES AROUND CLIMATE CHANGE

There are two possible approaches to climate change:

- **MITIGATION** – working towards community life having a minimal effect on the environment in general and carbon levels in particular (“net-zero”), including low energy use and taking up fewer resources
- **ADAPTATION** – preparing for expected changes in the climate in future, such as rising flood levels and warmer temperatures (already happening)

There is a certain amount local councils can do themselves. Beyond that they can still support action by other people at other levels of society and government by partnership working, or by encouraging or campaigning.

STATUTE	GENERAL	MITIGATION	ADAPTATION	COMMUNICATION
Allotments and markets: (Small Holdings and Allotments Act 1908, ss 23, 26 and 42; Food Act 1984, s. 50)	This allows the promotion of local produce and healthy eating	This can help to reduce food-miles	Allotments powers also enable the provision of communal food-growing sites and initiatives, run by associations and cooperatives.	Work with the planning authority to encourage farmers' markets
Burials etc: (Open Spaces Act 1906, ss 9 & 10; Local Government Act 1972, s.214; Parish Councils & Burial Authorities (Miscellaneous Provisions) Act 1970 s.1)	This can allow practices such as green burials, eco-friendly management etc			

<p>Commons, ponds, open spaces, recreation etc (Open Spaces Act 1906, s.15; Highways Act 1980, ss 47)</p>	<p>Scope to practise good environmental management, accommodate recycling facilities etc on the council's land</p>	<p>Scope to plant trees on, and maintain, highway verges (and ask for tree preservation orders on all existing mature trees)</p>		<p>Work with other authorities to permit fruit tree and vegetable planting on public land</p>
<p>Community centres and other public buildings (Local Government (Miscellaneous Provisions) Act 1970, s.19. (Local Government Act 1972, s. 133)</p>	<p>Work towards being carbon-neutral by reducing the council's carbon emissions and using renewable energy sources</p>	<p>Scope to embrace/ include on-site green energy, energy-conservation, electric car charging-points, recycling points etc</p>		<p>Work with planning authorities to support the installation of renewable energy systems, including in conservation areas</p>
<p>Community energy (s20 of the Climate Change and Sustainable Energy Act 2006)</p>	<p><i>The 's 137 expenditure limit' is a severe constraint on making capital investments in energy schemes</i></p>	<p>Councils can encourage or promote the local production and use of renewable energy, and also energy conservation, subject to the section 137 of the LG Act 1972 annual spending limit</p>	<p><i>Restrictions currently on the ability to 'sell' the energy directly to local consumers.</i></p>	
<p>Highways and sustainable transport (Highways Act, ss 43, 50, Parish Councils Act 1957, s.1; Local Government Rating Act,</p>	<p>Scope to promote rights of way routes, walking and cycling</p>	<p>Scope to use 'car park' powers, to provide useful facilities such as on-site electric vehicle-charging points and cycle racks</p>	<p>Scope to make more use of powers to support community bus services, and to run or support car- sharing</p>	<p>Work with highway authorities to reduce street lighting in the middle of the night, and approve plans for new cycling routes</p>

1997, s.25, 28 & 29; Transport Act, 1985, s.106A)				
Litter and environmental crime (Litter Act 1983, ss 5.6, Cleaner Neighbourhoods and Environment Act, 2005)	Scope to provide refuse and waste receptacles and publicity, including recycling	Scope to discourage and prosecute littering and dumping	<i>Currently there is no specific power to promote or run waste- recycling or resource re- use activities</i>	
Neighbourhood planning (Localism Act, 2011; Neighbourhood Planning Act, 2017 and National Planning Policy Framework,)	There is a continuing need to ensure that Neighbourhood Plans have 'teeth', and that they can be more than just land-use allocation policies	Scope to include environmentally-friendly planning policies re design, routes, landscaping etc	Encourage climate- friendly activities such as repair cafes, food banks, and recycling	
Newsletters and websites: (Local Government Act 1972, s.142)	Scope to use to promote good environmental practices, resource- sharing etc			
Community support and engagement (Local Government Act 1972 ss. 111, 140 etc)	Scope to encourage and support volunteers and the wider community with grants, loans, insurance protection, publicity, surveys,	Run a yearly schools' competition to develop ideas to make the town carbon neutral, look at the establishment of a forum including businesses, local	Hold open meetings for residents on how to increase biodiversity in their garden, encourage pollination corridors by use of "bee squares"; adopt a "Refill" scheme,	Encourage local residents to become self-sufficient in energy, capture rainwater, grow their own food and reduce food waste

	good-practice advice etc	organisations and residents to develop ideas to make the parish carbon neutral	making it easier to reuse and refill plastic bottles with free tap water in the town.	
Tourism (Local Government Act, 1972, s.144)	Scope to encourage and promote eco-tourism			
General powers (Local Government Act 1972, s 137; Localism Act 2011, ss 1–8)	<i>S 137 annual spending level is limited, and the General Power of Competence is exercisable by relatively few councils</i>	Scope to spend money and/or undertake work on a wide range of beneficial activities which are not prescribed in other legislation	Scope to spend money and/or undertake work on a wide range of beneficial activities which are not prescribed in other legislation	
Subsidiary powers (Local Government Act 1972, s111):	A very useful enabling power, for a council to do anything (that are not constrained by other legislation) which is calculated to facilitate or is conducive or incidental to the discharge of any of its functions			
Permitted development rights (Town and Country Planning (General Permitted Development) (England) Order 2015, part 12)	Councils may erect and operate, without the need to seek planning permission, a wide variety of small buildings, equipment and other structures			

	on their land, for the purposes of any of their functions or public services. This can include a range of small 'green' developments			
Power to comment on planning applications as statutory consultee <i>(Town & Country Planning Act 1990?)</i>	Most planning applications in the parish or town will be sent by the planning authority for comment	Ask that any new building is well insulated and produces as much of its own energy as possible	Caution around any development on low-lying land due to flood risk, and encourage tree and food planting on site	Object to any proposal for development on green field land on the basis of no community benefit – such land is required for food production
Power to work with higher level councils <i>(Local Government Act 1972, ss. 101 & 136)</i>	Section 136 could help with expenditure on a wider range of activities but perhaps more important is to explore Section 101 in detail with districts/ boroughs/ county councils to look at delegated or shared services .			
Power to acquire land <i>(Local Government Act 1972, ss 124, 126 & 127)</i>	Gives Parish Councils the power to acquire by agreement, to appropriate (to dispose of) land –			

	there is no restriction on the use of that land.			
Car sharing schemes <i>(Local Government and Rating Act 1997 s.26)</i>	Gives Parishes the power to establish and maintain a car sharing scheme that benefits the council's area or to assist others in doing so. Now that could be limited to electric cars!			
Improve local biodiversity <i>(Public Health Act 1936 s.260)</i>	Gives the power to maintain or improve ditches and ponds – or pay others to do so. Ponds can be important for local biodiversity.			

Climate Action Plan

LUDLOW TOWN COUNCIL – CLIMATE ACTION PLAN

Adopted by Full Council on 7th March 2022

Status updated 16th December 2022.

Action	Topic	Task	Status	22/23	23/24	24/25	25/30	Cost
1	Mobilisation & Leadership	Review/Update appropriate council policies to align with Climate Emergency commitment		2022				Zero
2		Create/update the Climate Emergency page on website and publicise commitment, initiatives, and achievements in reducing LTC carbon footprint as recommended by the Climate Action Group	Completed	2022				Zero
3		Refer to the Climate Emergency and the need for renewable energy/improved sustainability measures in comments on planning applications using the document produced by Julian Dean Shropshire Council	Recommendation made to invite Julian Dean to Representational Committee	2022				Zero
4		Include Climate Emergency references in all new contract specifications and Invitations to Tender and include in the evaluation process – to be researched and drafted by the Climate Action Group		2022				Zero
5	Energy Efficiency	In line with the findings of the Carbon Audit carried out in 2020, prioritise the following for the Guildhall: a) Change to a green energy provider as soon as practicable b) Investigate installing roof insulation and secondary glazing c) Replace all internal lights with LED bulbs d) Investigate installing Air Source Heat Pumps or using Infra-red heating e) Commit to following the other recommendations in the Carbon Audit report as soon as practicable		2022 2022 2022 2022 and ongoing				£ Zero/£ £ Zero/£ £
6		Continue to replace LTC streetlights with LED	Complete	Ongoing				£
7		Agree timetable to replace existing plant and machinery with electric power	Timetable is in place. Diesel vehicles currently hired on a two year lease which is the minimum available.	2022/23	23/24			£
8		a) Investigate the replacement of taps at all Council-owned or operated premises with press-button, aerated/sensor taps b) Then carry out the works when suitable replacements have been found		2022/23	23/24			a)zero b)£
9		a) Investigate the replacement of water-flushing limitations in all toilets. An easy option is to install 'hippo-bags' or similar in single-flush toilet cisterns b) Then carry out the works when suitable replacements have been found		2022				a)zero b)£
10		a) Investigate the replacement of single-flush cisterns with sensor-flushing mechanisms		2022/23	23/24			a)zero b)£

LUDLOW TOWN COUNCIL – CLIMATE ACTION PLAN

Adopted by Full Council on 7th March 2022

Status updated 16th December 2022.

		b) Then carry out the works when suitable replacements have been found						
11		a) Replace internal lighting with LED-movement sensor lights at all Council-owned or operated premises b) Measure the savings after installation due to lower running costs		2022				a)£ b)£
12	Renewable Energy	Investigate and review annually energy providers' commitment to and investment in renewable energy, with a view to changing if we are not happy to their commitments.		Ongoing				Zero
13		a) Investigate installing solar/PV panels at DLF depot and Henley Road Cemetery and council-owned land b) Once the work is decided on, measure the cost/benefits to identify the savings.		2022/23				a)Zero b) £
14		a) Scope costings for installing EV charging points at Henley Road depot and agree timetable to replace existing DLF fleet with Electric Vehicles. b) There will be costs in replacing these but there are contributory grants available which might help toward to cost		2022 - 24				a)Zero b)£
15		Source local contractors and materials as a first option	Always done.	Ongoing				£
16		Review/update LTC's travel policy to identify mechanism for staff and councillors' shared travel plans		2022 and ongoing				Zero
17	Consumption & Waste	Ensure all contractors have a 'Zero to Landfill' policy which is regularly reviewed and adhered to		2022 and ongoing				Zero
18		Renew planting vessels with built-in water reservoirs to reduce the need for watering (L-i-B)		2022				£
19		Install rainwater butts where possible, but especially at the DLF depot.	To order rainwater butts in the New year and DLF to check guttering.	2022				£
20		With L-i-B, plant where possible perennials, with emphasis on bee, insect & butterfly-friendly plants and herbs including drought-resilient plants.	LTC has an adopted perennials planting policy	2022/23				£
21		With Shropshire Council, review Dog bin/Litter bin locations.		2022 and ongoing				Zero
22		In all Council premises discourage single-use plastic containers and packaging for staff refreshments and lunches e.g. buy locally-made fresh sandwiches, cakes, fruit, etc not pre-packed; consider making fresh hot drinks using loose coffee and tea and purchasing milk from local dairies.		2022 and ongoing				£
23		Continue to ensure all waste is recycled and re-used wherever possible; consider Terra-cycle as an additional recycle option.	Waste is recycled by a member of staff.	2022 and ongoing				£
24		Refill hand washing and washing-up liquid single-use plastic bottles with locally-bought eco-friendly products (Eco-Leaf or Bio-D)		2022				£

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25	Adaptation & Resilience	Review Open Space management plan; reduce grass-cutting and introduce wild-flower meadow alternatives and wild verges especially at the Linney and Housman Crescent play areas	LIB planting. Look at extending the areas covered by No Mow May campaign, look at the possibility of a wild-flower meadow.	2022 and ongoing				£ but savings for DLF
26		Agree tree-planting strategy for all LTC-owned spaces	More trees offered by Incredible Edible, to be considered by Services in Jan 2023.	2022 and ongoing				£ grants available
27		Purchase peat-free compost	DLF have a large composting bay at their Henley Road site Woodchippings created by the DLF or contractors are used at Wigley Field allotments and in our gardens.	2022 and ongoing				£
28	Engaging the Community	Include Climate Emergency/Action in Civic Awards		2022 and ongoing				Zero
29		Agree Climate-related criteria in Grant funding		2022 and ongoing				Zero
30		Looking at inviting representatives from local schools and Ludlow College to join the Climate Action Group		2022 and ongoing				Zero
31		Continue to liaise with local groups and organisations involved in climate activities	SSCA have been invited to a meeting – date to be confirmed.	2022 and ongoing				Zero
32		Consider appointing Climate Ambassadors		2022				Zero
33		Consider establishing a Citizens' Assembly using Herefordshire Council's experience		2022 and				Zero
34		LTC to Join the Refill.org.uk association and look at how it can be used at the Guildhall, Museum and Castle Street car park office for people to refill their water bottles	Update is provided as an agenda item 22/12/22	2022				Zero

Refill Scheme

Water Refill Scheme

Update from Town Clerk & Deputy Town Clerk.

There are no local schemes that we can sign up to so we would need to start a local scheme - this would be a great initiative for LTC to lead on and be great publicity! Deputy Clerk is happy to act as the lead officer.

<https://www.refill.org.uk/refill-schemes/start-a-scheme/>

Basic Expectations to set up a scheme:

The Council:

- Dedicated group
- Actively sign up of local shops, businesses, and community buildings as refill stations.
- Tell people about the campaign
- Once scheme is set up – tell people about it

City to Sea Campaign:

- Access to slack platform
- Access to refill branded marketing materials for social media posters and postcards
- Launch Pack
- Free webinar training sessions
- Monthly newsletter
- Window and bottle stickers
- Press guidance and PR template and guidance.

Initial contact has been made:

Refill Scheme - Expression of Interest

Name: Kate Adams

Email: kate.adams@ludlow.gov.uk

Group name: Ludlow Town Council

Location: Ludlow, Shropshire

Country: United Kingdom

Cover: Town

Type: Council

How did you hear about Refill: Social Media

About: Ludlow Town Council is a town council in South Shropshire where we have around 16,000 residents. We have several premises in the town where we could offer a refill scheme and could encourage local businesses to take part.

Why are you interested in creating a Refill Scheme: Reduce the use of single use plastic and encourage people to produce less waste.

What do you want to achieve in your local area: Add as many local businesses as possible and to support the national scheme.

Who else will be helping you run the Refill Scheme: Interested individuals, the Town Council Community Action Working Group and the Town Council itself.

What other organisations are you working with: South Shropshire Climate Action
Are you working towards a launch date: World Refill Day in June.

Response to Town Council - Refill Scheme Expression of interest form

Hi Kate,

We are thrilled Ludlow Town Council is interested in running a Refill Scheme, with huge scope to raise awareness of refill and reuse to the 16,000 residents, along with the support of the Ludlow Town Council Community Action Working Group, active individuals and South Shropshire Climate Action! <https://www.ludlow.gov.uk/your-council/community-links> groups listed here are also the perfect platform in which to raise awareness and engage, and we look forward to providing all the necessary resources and supporting your local authority in communicating across the various channels available to Ludlow Town Council.

We have also just finalised a new Refill Reporting & Support Package specific to UK Councils, so we have waited for this to be completed before contacting all Councils who have experienced interest in running Refill in the last 6 weeks.

First steps is for us to schedule a meeting with yourself, and stakeholders from within the Council who will help steer and run the Refill scheme.

With holidays upon us I am sure we will have a calendar juggle but do let me know suggested dates and time. I am away 8 - 24 August.

I do hope your residents were able to cope with the extreme weather in recent days - thank goodness for slightly cooler weather today and yesterday.

The Refill app and refill campaign has received some great coverage through the heatwave which you can read more about here:

<https://www.mylondon.news/news/zone-1-news/london-free-water-refill-spots-24457574>

<https://www.dailymail.co.uk/news/article-11020681/Mail-Sundays-budget-boosting-tips-breeze-heatwave.html>

ALEXANDRA HANNA REFILL COMMUNITIES COORDINATOR

Climate Emergency UK (CEUK)

Climate Emergency UK (CEUK)

More than two years ago, Climate Emergency UK (CEUK) established a scoring system for all Councils which had declared a Climate Emergency Resolution.

I was part of the scoring team and I can say that their criteria were stringent - and that we all learned the need to be flexible as no two councils fitted exactly within some of the parameters. Nevertheless, the results were interesting and for many councils, encouraging.

Needless to say, Ludlow didn't score as there had been no recorded actions taken since the Resolution was declared. On the plus side, LTC did declare a Resolution and it does have a CA Plan.

CEUK has just released some information which I hope we can consider at the next CA meeting in December and even, possibly, adopt.

<https://councilclimatescorecards.uk/methodology>

Cllr. Diane Lyle