

Wyre Forest Climate Change Action Plan 2009/10 Progress

Key Theme 1: Raise Awareness of the Issue of Climate Change with the Public, Community / Partnership Organisations & Businesses.				
ACTION	WHO'S INVOLVED	RESOURCE ISSUES	TARGET / INDICATOR	PROGRESS NOTES
1.1 WFDC to publicise what they have done since signing the Worcestershire Climate Change Pledge and encourage other district organisations to sign up.	Health & Sustainability	Staff time	WFDC progress report produced by 31/5/09. Number of Wyre Forest organisations who have signed the pledge.	WFDC is signed up to the Worcestershire Climate Change Pledge and is assisting others in the district in signing up/ implementing actions, including Bodenham Arboretum and Disability Action Wyre Forest. A number of county-wide organisations which provide services in Wyre Forest, including Worcestershire County Council, Primary Care Trust, Fire and Rescue Service, West Mercia Police, Chamber of Commerce and Federation of Small Businesses, have also signed up.
1.2 WFDC to raise staff awareness through the sustainability training course	Health & Sustainability	Staff time	Numbers attending the training in 2009/10	As part of the induction programme, new employees attend a short Sustainability course, run by the Health and Sustainability team. Four courses were held in 2009/10, with 29 staff attending.
1.3 WFDC to carry out awareness raising activities amongst staff/ Members and at public events e.g. carnivals	Environmental Working Group Health & Sustainability Act on Energy	Staff time Possible cost of printing/ incentives.	Number of people taking part in activities.	The Health and Sustainability Team held stalls at more than 20 public events, such as carnivals, fetes and events in local Parks, throughout the year, reaching an estimated 2800 people.
1.4 WFDC to produce a Housing newsletter, to include climate change issues	Health & Sustainability Housing	Staff time	3 newsletters produced in 2009/10	A Housing Services newsletter was produced and circulated to Members, staff and various stakeholders in February 2010. This included information on the team's work to tackle climate change.
1.5 WFDC to include climate change information on the council website	Health & Sustainability Communications	Staff time	Sustainability pages of website updated by 31 Dec 2009	New website pages set up on Warmer Worcestershire, Energy Efficiency and Renewable Energy.

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1.6 WFDC to co-ordinate district participation in the 2009 Switch It Off campaign	Health & Sustainability Environmental Working Group	Staff time. Printed materials etc provided by WCC.	Number of people taking part in Wyre Forest/ overall drop in electricity demand during the campaign.	The Switch It Off campaign ran throughout Worcestershire from 9-13 November 2009. WFDC worked closely with the County Council to promote the campaign to staff, residents, schools and businesses in the area. There was positive coverage of the campaign in the local media, with the Shuttle running articles before, during and after the campaign. The week culminated in a 2 hour Big Switch Off, which saw a 2.8% reduction in electricity use in Worcestershire.
1.7 WFDC to participate in Transition Town initiatives in the district.	Health & Sustainability	Staff time	Meetings attended/ numbers participating in activities	The Bewdley Transition Group was set up in 2009. Transition is a rapidly growing network of local community groups working to tackle the issues of climate change and peak oil. WFDC is represented on the group.
1.8 WFDC to help set up Climate Change Community Champions scheme in the district.	Health & Sustainability Partner organisations	Staff time Cost of materials & training	Scheme set up by 31/3/10	WFDC is working with the Energy Savings Trust to set up a Community Energy Champions scheme. This will involve training members of the community on energy issues and provide them with the knowledge and resources to raise awareness in their own communities.
1.9 WFDC to produce leaflet on reducing emissions & flooding tips for circulation with 2010/11 council tax bills	Housing Design	Staff time Design & printing costs	Circulated with 2010/11 Council tax bills	Not included due to lack of space in Council Tax bill information.

Key Theme 2: Raise awareness about the issue of climate change through Education settings

ACTION	WHO'S INVOLVED	RESOURCE ISSUES	TARGET / INDICATOR	NOTES
2.1 WFDC (in partnership with WCC) to help district schools with Switch It Off activities	Health & Sustainability	Staff time. Printed materials etc provided by WCC.	Number of participants in Switch It Off school activities/ energy saved by Wyre Forest schools.	Various Wyre Forest schools participated in Switch It Off activities, including energy awareness raising and a poetry competition. The Sustainability Team supported 5 Schools to get the Switch it Off message out to parents and their families, helping Eco Teams run after school activities and linking to other schemes E.g. Warmer Worcestershire. Campaign information also went out in the School newsletters to all parents.

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2.2 WFDC to incorporate climate change into any relevant work with schools (e.g. orchard project, waste minimisation work).	Health & Sustainability Waste Parks	To be considered on a project-by-project basis.	Number of participants in activities	Incorporated into various projects with local schools, including Bewdley Orchard project, Bodenham Arboretum Big Bird Watch activities, Switch It Off campaign, Warmer Worcestershire promotions and Earth Hour.
2.3 WFDC to develop package of support for schools participating in Ecoschools programme	Health & Sustainability	Staff time	By 31/5/09	<p>WFDC has carried out various activities with local schools, helping them with their Ecoschools programmes. Activities have included :</p> <ul style="list-style-type: none"> - Arranging for local schools to participate in Swap Shop events. - Co-ordinated free visits to Bodenham Arboretum for 7 Wyre Forest schools as part of the Big Bird Watch. - Organised a rail safety competition as part of a sustainable transport week. - Organising speakers/ activities for 2 schools for World Water Day.

Key Theme 3: Improving Home Energy Efficiency

ACTION	WHO'S INVOLVED	RESOURCE ISSUES	TARGET/ INDICATOR	NOTES
3.1 WFDC to promote sources of home energy advice through local media and at events.	Health & Sustainability Act On Energy Affordable Warmth group	Staff time Possible cost of promotional materials	Number of articles published/ events attended/ people advised.	Various events throughout the year attended by Health & Sustainability team and Act On Energy on WFDC's behalf. Articles published in various newsletters and websites.
3.2 WFDC to encourage staff, councillors, members of partner organisations & the public to insulate homes and use low energy light bulbs.	Environmental Working Group Act on Energy Health & Sustainability Partner organisations	Staff time	Number of home insulated and low energy light bulbs installed.	<p>Councillors were provided with low energy light bulbs to give to their own constituents at their surgeries, events etc.</p> <p>Lunch time events held for staff and Members at Civic Centre and Duke House. Approx 45 attendees- looked up energy rating of their property and received advice on insulation etc from Act On Energy.</p> <p>Articles in staff, Members and Wyre Forest Matters</p>

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				Newsletters. Various events attended- low energy light bulbs given out and info about free/ subsidised insulation provided.
3.3 WFDC to run and promote the Wyre 60 scheme, providing free insulation for householders aged 60+.	Health & Sustainability Act On Energy Contractor	£70k allocated from regional Decent Homes budget.	Number of loft and cavity wall insulation measures installed.	The Wyre 60 scheme was launched in April 2009 and promoted through press releases, websites, fliers and at events. Very high initial take up led to allocation of an additional £35k to the scheme. Funding exhausted by end of March 2010, with over 600 insulation measures installed.
3.4 Promote results of the Warmer Worcestershire thermal imaging flyover.	Wyre Forest Matters WFDC Housing team Affordable Warmth Group Act on Energy	Staff time Promotional materials & website to be funded through the Worcestershire Partnership.	Number of people advised. Website hits. Articles published	Promoted through numerous channels- at events, press, newsletters, at lunchtime events for WFDC staff and through partners. Launch event held for Wyre Forest Matters partners.
3.5 Identify hotspot areas and begin to promote energy efficiency measures as part of the Warmer Worcestershire project.	Wyre Forest Matters WFDC Housing team Affordable Warmth Group Act on Energy	Staff time Promotional materials & website to be funded through the Worcestershire Partnership.	Number of people advised. Number of insulation measures installed.	Mapping exercise carried out to identify areas of vulnerable households in inefficient housing. This will inform Warmer Worcestershire work in 2010/11.

Key theme 4: Improving Energy Efficiency in the Business, Public and Voluntary Sectors

ACTION	WHO'S INVOLVED	RESOURCE ISSUES	TARGET / INDICATOR	NOTES
4.1 WFDC to identify and implement measures to improve the energy efficiency of their buildings	Facilities Manager, Management Accountant. Environmental Working Group	Many measures require an initial outlay. Payback periods vary from measure to measure.	Reduction in energy use and carbon emissions from council buildings (as required by NI185)	Display Energy Certificates now on display at 8 key WFDC sites. A 'Quick Win' action plan has been developed, based on the survey recommendations, focusing on measures with a short payback period. The caretaker's checklist now includes tasks to check that heaters have been switched off, windows closed at the end of the day etc. Energy efficient lighting has been installed at the Town Hall. Implementation of the ICT strategy will lead to a reduction in energy use.

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4.2 WFDC to raise awareness about energy efficiency in the workplace amongst staff.	Environmental Working Group	Staff time. Possible cost of incentives/ promotional materials.	Reduction in energy use and carbon emissions from council buildings (as required by NI185)	The Switch It Off campaign included an office energy check and awareness raising about reducing energy use in the workplace.
4.3 WFDC to produce an e-newsletter on climate change issues for local businesses	Economic Development/ Health & Sustainability/ Business groups.	Staff time.	2 newsletters in 2009/10	Newsletter produced May 2009. Other business newsletters identified for inclusion of articles (Chamber of Commerce, Federation of Small Businesses). Information also disseminated through the Worcestershire Environment Business Group.
4.4 WFDC to host/ organise a workshop for local businesses.	Economic Development/ Health & Sustainability/ Business groups.	Staff time.	Event held by 31 March 2010.	WFDC participate in the Worcestershire Environment Business Group steering committee, which organises a programme of events/ seminars for businesses. The 2009/10 programme included an event on Carbon Footprint Reduction at Morgan Ceramics, Stourport.

Key theme 5: Sustainable New Development

ACTION	WHO'S INVOLVED	RESOURCE ISSUES	TARGET/ INDICATOR	NOTES
5.1 WFDC to ensure its new Single Site is built to the highest possible standards in terms of energy efficiency and sustainability.	Cabinet. Corporate Management Team Environmental Working Group	Integrate into existing projects with allocated resources. Some measures may require a higher up front costs but lead to lower running costs.	New builds meet relevant standards e.g BREEAM Excellent standard.	A scrutiny exercise on energy efficiency and renewable energy is underway. Terms of reference include: To examine the energy provision and energy efficiency of Council buildings including the proposed Single Site of Office Accommodation.

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5.2 WFDC to incorporate policies to promote sustainable, energy efficient development through the planning system	Forward Planning Environmental Working Group	Staff time	Inclusion in relevant documents e.g. Core Strategy	The draft Core Strategy includes 'Adapting and Mitigating against Climate Change' as one of its 4 main themes. It includes policies on energy efficiency and sustainable development.
5.3 WFDC to organise seminar on climate change & new development, to include effectively reducing emissions	Health & Sustainability Planning RSLs	Staff time Seminar costs	Seminar held by 31/3/10	Various seminars held at a county level and attended by Wyre Forest representatives. Included an update on Climate Science and Government Policy and Renewable Energy in Worcestershire.
5.4 WFDC to participate in relevant county wide activity e.g. Building Schools for the Future	Health & Sustainability	Staff time	Meetings attended	Sustainability Officers met with WCC design team and Education for Sustainability Officer. Agreed to support by sitting on action groups etc.

Key theme 6: Reducing Energy Use and Emissions from Transport

ACTION	WHO'S INVOLVED	RESOURCE IMPLICATIONS	TARGET / INDICATOR	NOTES
6.1 WFDC to monitor and report on emissions from staff travel and fleet fuel use, as required for National Indicator 185.	Management Accountant, Human Resources, Health & Sustainability	Staff time	Quarterly monitoring figures produced. Reduction in emissions.	2008/9 baseline established for NI185: 912,017 kg CO2 from WFDC vehicle fleet. 46,740 kg CO2 from business travel.

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6.2 WFDC to review its employee travel plan and implement measures as appropriate.	Environmental Working Group	To be considered in evaluating proposed measures.	Revised travel plan produced by 31/12/09 Implementation of measures. Reduction in emissions (NI185)	Travel Plan updated by Environmental Working Group although not taken forward for formal adoption due to Single Site proposals. New bike racks (provided free by WCC) installed for staff at the Hub/ Town Hall. Staff activities organised for Bike Week in June.
6.3 WFDC to take transport issues into account as part of procurement (e.g. fuel efficiency of new vehicles; transport emissions of goods & services).	Procurement Working Group Procurement Officer	To be considered as part of procurement process.	Reduction in emissions (NI185). Inclusion in tender evaluation exercises.	Environmental considerations (including transport) have been incorporated into the tendering process as part of the Quality Criteria for evaluation of tenders and Form of Tender documents. Frequency of deliveries of catering and cleaning supplies and Office Depot stationery has been reduced to cut transport emissions.
6.4 WFDC to investigate promotion of eco-driving amongst its staff	Health & Sustainability Worcs County Council	Possible costs of training	Numbers trained	Eco-driving courses held for 24 staff in March 2010. This was funded by the Energy Savings Trust. Eco driving also promoted as part of the staff sustainability training.
6.5 WFDC to incorporate policies to reduce transport emissions through the planning process	Forward Planning Environmental Working Group	Staff time	Inclusion in relevant documents e.g. Core Strategy	Draft Core Strategy includes policies on sustainable transport.
6.6 WFDC to work with partners to improve district rail, bus and Park & Ride facilities	Forward Planning Environmental Working Group	Staff time Cost of improvements	Attendance at relevant meetings Improvements achieved	WFDC is a partner in the £3.6 million project to improve Kidderminster Railway station.

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6.7 WFDC to raise awareness about sustainable transport issues through the media	Health & Sustainability Communications	Staff time	Articles published. Web page set up by 31/12/09	Press release issued about In Town Without My Car day and event 19 th Sept.
6.8 WFDC to organise awareness raising activity during relevant national campaigns e.g. Bike to Work week	Environmental Working Group	Staff time Cost of publicity/ incentives	Numbers participating in activities	Joint WFDC/ Cycle Forum stand at Kidderminster Carnival in June as part of Bike Week- gave out Wyre Forest Cycle maps, freebies and advice. Approx 150 attendees. Bike week activity for staff: healthy breakfasts provided for staff who cycled to work. Staff could also try out electric bikes provided by a local company and find out about Spokes (local bicycle recycling social enterprise). Approx 25 Staff participated.

Key theme 7 : Land Use

ACTION	WHO'S INVOLVED	RESOURCE ISSUES	TARGET / INDICATOR	NOTES
7.1 Participate in countywide research to increase knowledge and understanding of this issue.	Health & Sustainability Forward Planning	Staff time Resource issues to be considered as part of any projects	Meetings attended Research/guidance produced	County and District planners working together on technical research documents including Planning for Green Infrastructure.

Key theme 8: Minimising Waste

ACTION	WHO'S INVOLVED	RESOURCE ISSUES	TARGET / INDICATOR	NOTES
8.1 WFDC to minimise its own waste by reducing, reusing and recycling	Environmental Working Group Facilities Management	Waste collection costs	Reduction in waste/ increase in recycling %	Recycling facilities in place at offices for paper, card, glass, plastic bottles & cups, cans. Toner cartridges recycled through IT. Battery recycling has recently been introduced. Parks recycle green waste.

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8.2 WFDC to incorporate waste minimisation into climate change work with schools, businesses, community groups etc.	Health & Sustainability Waste	Staff time Printing costs	Participation in activities	The Climate Change Pledge includes an action on waste reduction and recycling.
Key theme 9: Increase the use of renewable energy				
ACTION	WHO'S INVOLVED	RESOURCE ISSUES	TARGET / INDICATOR	NOTES
9.1 WFDC to incorporate appropriate renewable energy measures into development of Single Site	Cabinet. Corporate Management Team Environmental Working Group	Integrate into existing projects with allocated resources. Some measures may require a higher up front cost but lead to lower running costs.	Amount of renewable energy generation	Ongoing scrutiny exercise includes examination of the energy provision and energy efficiency of Council buildings including the proposed Single Site of Office Accommodation.
9.2 WFDC to incorporate policies to encourage renewable energy generation through the planning process	Forward Planning Environmental Working Group	Staff time	Inclusion in relevant documents e.g. Core Strategy, Site Allocations	Draft Core Strategy includes a policy on renewable energy generation, with a minimum requirement to be set for new build (10% target for 10+ dwellings and commercial buildings >1000m ²). Ongoing scrutiny exercise includes examination of proposals relating to renewable energy and efficiency measures as contained in the Local Development Framework Core Strategy.
9.3 WFDC to raise awareness about renewable energy grants, including its own scheme for householders and community groups	Health & Sustainability	Staff time Grant funding allocated from regional Decent Homes budget.	Number of grants awarded Articles produced Number of promotional events	Sustainability team organised renewable energy section at the Discover Bewdley 2 day event, including stalls by various local renewable energy companies. New page on renewable energy set up on WFDC website. Promotion of the WFDC grant scheme at various events. Ongoing scrutiny exercise includes consideration of the support, advice and guidance provided by the Council relating to the adoption of renewable energy and efficiency measures. 5 WFDC renewable energy grants awarded in 2009/10.

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9.4 WFDC to produce/ disseminate case studies about local renewable energy installations	Health & Sustainability	Staff time	Number of case studies produced	Case study on Solar Water Heating produced.
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Key theme 10: Public Service Adaptation to the Impacts of Climate Change

ACTION	WHO'S INVOLVED	RESOURCE ISSUES	TARGET / INDICATOR	NOTES
10.1 WFDC to produce/ disseminate a Wyre Forest Local Climate Impacts Profile	Health & Sustainability Environmental Working Group	Staff time	Report produced & disseminated	Various staff interviewed about the impacts of weather events on council services and Local Climate Impacts Profile (LCLIP) produced.
10.2 WFDC to identify priority climate change risks and adaptation measures for its services	Health & Sustainability Environmental Working Group Risk Management Group	Staff time Resources for implementation	Report produced Measures implemented	Ongoing following on from LCLIP production.
10.3 WFDC to incorporate policies to adapt to the impacts of climate change through the planning process	Forward Planning Environmental Working Group	Staff time	Inclusion in relevant documents e.g. Core Strategy, Site Allocations	Draft Core Strategy includes 'Adapting and Mitigating against Climate Change' as one of its 4 main themes, with policies on climate change adaptation and flooding issues.

Key theme 11: Industry and Commerce Adaptation to the Impacts of Climate Change

ACTION	WHO'S INVOLVED	RESOURCE ISSUES	TARGET / INDICATOR	NOTES
11.1 WFDC to produce an e-newsletter for local businesses, to include adaptation issues.	Economic Development/ Health & Sustainability/ Business groups.	Staff time.	2 newsletters in 2009/10	Newsletter produced May 2009. Other business newsletters identified for inclusion of articles (Chamber of Commerce, Federation of Small Businesses). Information also disseminated through the Worcestershire Environment Business Group.

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11.2 WFDC to host/ organise a workshop for local businesses.	Economic Development/ Health & Sustainability/ Business groups.	Staff time.	Event held by 31 March 2010.	WFDC participate in the Worcestershire Environment Business Group steering committee, which organises a programme of events/ seminars for businesses. The 2009/10 programme included an event at Morgan Ceramics, Stourport.
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Key theme 12: Built Environment Adaptation to the Impacts of Climate Change

ACTION	WHO'S INVOLVED	RESOURCE ISSUES	TARGET / INDICATOR	NOTES
12.1 WFDC to organise seminar on climate change & new development, to include adaptation issues.	Health & Sustainability Planning RSLs	Staff time Seminar costs	Seminar held by 31/3/10	Various seminars held at a county level and attended by Wyre Forest representatives.
12.2 WFDC to raise awareness about adaptation through the media.	Health & Sustainability Housing Communications	Staff time	Number of articles produced	Incorporation into various press releases e.g. Word water Day.

Key theme 13: Natural Environment Adaptation to the Impacts of Climate Change

ACTION	WHO'S INVOLVED	RESOURCE ISSUES	TARGET / INDICATOR	NOTES
13.1 WFDC to raise awareness about the impacts of climate change on Wyre Forest's natural environment	Health & Sustainability Countryside/Parks	Staff time	Reports/ articles produced	Impacts of climate change are a key part of the Bewdley Orchard project.