

<b>For Council: 10 March 2025 APPENDIX 1</b>
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**Lichfield City Council**

**Minutes of the Meeting of the Climate Change and Biodiversity Committee  
on Monday 17 February 2025 at 6.00pm**

**PRESENT:** Councillors A Rushton (Deputy Chair), K. Farrelly, R Harvey-Coggins, A Lax, and E Strain.

Lichfield City Council Open Spaces Officer, Nigel Boden.

**APOLOGIES:** Councillor J Blackman.

**10. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION.**

None.

**11. MINUTES AND MATTERS ARISING.**

**RESOLVED:** *That the minutes of the meeting held on 21 October 2024 be confirmed as a correct record [minutes adopted by council on 16 December 2024].*

**12. UPDATES TO COMMITTEE PRIORITIES.**

Members considered the Deputy Town Clerk's agenda report detailing progress on identified priorities since the previous meeting:

**1. Bicycle Repair Stations.**

Members were informed that following vandalism, a replacement bicycle pump has been ordered at a cost of £384 inc VAT and is expected to be delivered within 6 - 8 weeks. The Open Spaces Officer also informed Members that the damaged pump had been removed and a sign placed on the door of the cycle station to indicate it was not locked.

**2. Habitat Havens.**

Members discussed engaging with local schools and community groups encouraging them to create 'Bug Hotels.' It was agreed that the Deputy Town Clerk would contact primary schools and scout groups etc to gauge their interest.

The Open Spaces Officer also confirmed that further suitable sites for wild flowering were actively being sought.

**RESOLVED:** *That the Deputy Town Clerk write to local primary schools and community groups to gauge their interest in creating 'Bug Hotels' and that the Open Spaces Officer identify further LCC sites for wild flowering.*

**3. Carbon Sequestering and Collaboration with Woodlands Trust.**

Members considered the range of resources and possible actions suggested by the Woodlands Trust as detailed at **AGENDA ENCLOSURE 1** and agreed that the suggestions made were not viable for a Parish Authority.

The Open Spaces Officer confirmed the number of trees already in existence on LCC land to be 689 in addition to a further 300 - 400 saplings.

*[Deputy Town Clerks note - Cllr A Lax subsequently extended the Committees thanks to the Open Spaces Officer for attending the meeting and his valuable contributions]*

***RESOLVED: That no further action be taken at this time , and the Committee to revisit the Woodland Trust suggestions at a later date if deemed necessary.***

#### **4. Solar Panels on LCC Buildings.**

Members considered the Deputy Town Clerks' report at **AGENDA APPENDIX 1** and the structural engineers' report at **AGENDA ENCLOSURE 2**, together with the associated costs for further investigations to be carried out on the integrity of the Guildhall roof. Councillor A Lax asked that the minutes record her opposition to incurring further costs. Councillor R Harvey-Coggins agreed to investigate the possibility of Grant funding for installing solar panels on community halls.

All Committee Members agreed not to pursue any further action at this time regarding the installation of solar panels on the Guildhall roof.

***RESOLVED: That no further action be taken regarding the installation of solar panels on the Guildhall roof.***

#### **5. Carbon Literacy Certification.**

Councillor A Rushton updated Members on the content of the recently attended Carbon Literacy course attended, confirming certification had been achieved. Councillor A Rushton agreed to circulate to Committee Members via email the assessment form completed and a list of ideas to take forward.

In the interim it was agreed that the link to Lichfield Repair and Share Café be included on LCC website and social media.

***RESOLVED: That Councillor A Rushton circulate the outcomes and ideas to take forward from the Carbon Literacy Course to all Committee Members for discussion at the next meeting.***

### **13. ENVIRONMENTAL SOCIAL GOVERNANCE (ESG) POLICY.**

Members considered LDC policies circulated at **AGENDA ENCLOSURE 3** as a baseline to establish an ESG policy for LCC. The Committee agreed that LDC policies were too overarching and complex to apply to a Parish authority. It was noted that, wherever possible, LCC already engages local contractors thus reducing its carbon footprint. However, due to the nature of their business it is unlikely that these contractors will have a specific ESG policy.

It was agreed that a more effective approach would be to look at some of LCC's consumables and the amount of plastic used and see if any improvements or reductions could be made. It was decided that Members would consider consumable items they wished Officers to investigate for more environmentally friendly alternatives.

***RESOLVED: That Members consider consumable items they wish Officers to investigate for more environmentally friendly alternatives.***

**14. MEMBERSHIP OF STAFFORDSHIRE BUSINESS AND ENVIRONMENT NETWORK (SBEN).**

Members considered the SBEN newsletter circulated at **AGENDA ENCLOSURE 4** and agreed that membership would be a useful resource.

***RESOLVED: That delegated authority be given to the Deputy Town Clerk to join Staffordshire Business and Environment Network on behalf of LCC.***

**15. INTRODUCTION OF ACTION PLAN AND UPDATES.**

Members agreed to the creation of an action plan and update table as per the example at **AGENDA APPENDIX 2** in order to keep track of complex and ongoing projects.

***RESOLVED: That the Deputy Town Clerk create, maintain, and update an Action Plan, and that updates be a standing Agenda item at all future meetings.***

**16. DATE AND TIME OF NEXT MEETING.**

Tuesday 1 April at 6.00pm via Zoom (subject to the availability of the Chair).

**THERE BEING NO FURTHER BUSINESS  
THE CHAIR DECLARED THE MEETING CLOSED AT 7.10pm**

## ACTION PLAN

Version 2 Updated 18.02.25

ACTION	ACTIONED BY	COMMENTS	TIMESCALE
Habitat Havens	DTC & LCC Open Spaces Officer	<ul style="list-style-type: none"> <li>DTC to contact primary schools and local scout groups etc to gauge interest in creating 'Bug Hotels'</li> <li>OS officer to identify further LCC sites suitable for wild flowering</li> </ul>	<p>DTC to report back at next meeting on 1.4.25</p> <p>Members to consider next actions.</p>
Collaboration with Woodlands Trust And Carbon Sequestering	DTC & Members	<ul style="list-style-type: none"> <li>Agreed that no further action be taken at this time.</li> </ul>	No further action
Solar Panels on LCC Guildhall	DTC	<ul style="list-style-type: none"> <li>After consideration of DTC report at <b>AGENDA APPENDIX 1</b> and Structural Engineers report at <b>AGENDA ENCLOSURE 2</b>, Members agreed that no further action be taken at this time.</li> </ul>	No further action
Carbon Literacy Certification	Cllr A Rushton	<ul style="list-style-type: none"> <li>Councillor A Rushton to circulate to Committee Members the assessment form and ideas to take forward generated from the recently attended Carbon Literacy course.</li> <li>The Committee to consider the next steps.</li> </ul>	1.4.25
ESG Policy	DTC & Committee Members.	<ul style="list-style-type: none"> <li>No further action to be taken on creation of ESG Policy for LCC.</li> <li>Members to consider consumable items they wish Officers to investigate for more environmentally friendly alternatives.</li> </ul>	1.4.25
Membership Of Staffordshire Business And Environment Network. (SBEN)	DTC	<ul style="list-style-type: none"> <li>Delegated authority be given to the DTC to join SBEN on behalf of LCC and report back to Members.</li> </ul>	1.4.25