

**Royal Borough of Windsor and Maidenhead**  
**Overview and Scrutiny Panels**  
**Scrutiny Review – Scoping and Planning Document**

<b>Title of the Review</b>	Review delivery of RBWM's Climate and Sustainability Strategy
<b>Panel Name</b>	Communities Overview & Scrutiny Panel
<b>Panel Members</b>	Cllrs Bowden, G Jones, Bhangra, del Campo, Price
<b>Support Officer</b>	Shilpa Manek (Clerk), David Cook (Scrutiny Officer)
<b>Purpose of the Review</b> <ul style="list-style-type: none"> <li>• Specify exactly which Outcome(s) the review is examining?</li> <li>• Also being clear what the review is not looking at</li> <li>• What is the Scrutiny Review seeking to achieve?</li> <li>• Where possible refer to VFM issues of service cost, service performance and/or customer satisfaction.</li> </ul>	<p>The Panel would like to review the delivery of RBWM's Climate and Sustainability strategy, which was approved by Cabinet on Thursday 17 December 2020.</p> <p>Outcome: To understand the Borough's performance against targets laid out in the strategy.</p> <p>The Environment and Climate Strategy focuses on four key themes:</p> <ul style="list-style-type: none"> <li>• Circular Economy: More sustainable resource use, increasing recycling rates and supporting less resource-intensive lifestyles.</li> <li>• Energy: Reducing consumptions and decarbonising our supply of energy.</li> <li>• Natural Environment: Supporting biodiversity, health and wellbeing.</li> <li>• Transport: Reduce the need for carbon intensive travel by encouraging walking and cycling, as well as investing in digital infrastructure.</li> </ul> <p>Successful delivery of the strategy is vital to protect our way of life and that of future generations. To that end, the strategy should be a golden thread running through everything we do at the Borough.</p>

**Criteria for Selection**

- Why has this particular topic been considered to be a priority issue for scrutiny?
- Which of the criteria promoted by the Centre for Governance and Scrutiny does it satisfy?

The Communities Overview and Scrutiny Panel would like this item brought to a Panel to understand performance in the following areas:

- Carbon reduction: the strategy requires a 50% reduction in carbon emissions by 2025. What were the baseline figures in 2020, where are we now and are we on target to achieve that 2025 goal?
- Engagement and communications: receive updates on engagement with community groups and residents, and progress of the Climate Steering Group and Stakeholder Advisory Board.
- Theme 1: Circular economy: the strategy requires the Borough to improve its recycling rate to above 50% and food recycling to 10% by 2025. There are other targets on page 30 of the strategy. For each action, what is the 2020 baseline, where are we now and are we on target to achieve that 2025 goal?
- Theme 2: Energy: the Borough currently produces 13,067 megawatt-hours (Mwh) of renewable energy per year. We have a target to increase that ten-fold by 2025. There are more actions on pages 31-32. For each action, where are we now and are we on target to achieve that 2025 goal?
- Theme 3: Natural environment. There is a general goal to 'green' our urban environment look for opportunities to 'rewild' areas and improve awareness. See pages 33-34 of the strategy. For each target, we should still understand the 2020 baseline situation, where we are now and what needs to be done to be able to declare 'success' in 2025.
- Theme 4: Transport: the strategy aims to enable sustainable transport choices, and outlines some targets on pages 35–36 of the strategy. We should ask the Infrastructure Overview and Scrutiny Panel to track this topic, if they are not already, giving special attention to:
  - Public transport (adequacy of provision and emissions)

	<ul style="list-style-type: none"> <li>○ Safe cycling routes</li> <li>○ Safe walking routes</li> <li>○ Street lighting</li> </ul> <p>And to liaise with us regularly. We should review progress every six months and invite the lead member/lead officer to report to the panel annually. Where we are not on target to meet certain goals, we should make recommendations to Head of Service and /or Cabinet to take action.</p>
<p><b>Terms of Reference</b></p>	<p>This should be a recurring item on the work programme of the Communities Overview and Scrutiny Panel.</p> <p><u>Lead member and lead officer(s)</u> to provide the panel with 2020 baseline data against KPIs laid out in the Climate Strategy, a current 'snapshot' of progress and thereafter six-monthly updates.</p> <p><u>Panel Members</u> to review performance against targets, ask questions of lead member and officer(s) and, where necessary, make recommendations to Head of Service and/or Cabinet.</p> <p><u>All other Members</u> to submit relevant current evidence and ask questions.</p> <p><u>Parish Councils</u> to submit relevant and current evidence of performance levels and any issues to the subsequent Parish Council representatives on the Panel to then raise at the meeting in advance of the meeting.</p> <p><u>Stakeholder groups</u> to submit relevant and current evidence of performance levels and any issues in advance of the meeting.</p> <p><u>Residents</u> to provide relevant examples of issues with the Borough's performance to the clerk and register to speak and ask questions.</p>
<p><b>What are the anticipated outcomes of the review?</b></p> <p>What factors / outcomes will demonstrate that this Scrutiny Review has been a success?</p>	<p>Where performance is on target, it will be noted and thanks given where appropriate. Where performance is not on target, recommendations will be made to Head of Service and/or Cabinet to take action.</p>

<b>Key Lines of Enquiry</b>	<p>Evidence and impacts identified by residents, parish councils and all other stakeholders, such as the 'Wilds' groups.</p> <p>Performance data from the lead member and officers.</p> <p>Reference to the Climate and Sustainability Strategy.</p>
<b>Sources of Information/Evidence</b>	Same as above.
<b>Resource &amp; budget requirements;</b> • specialist staff • any external support • site visits • consultation • research	If work kept within scope, no additional resource or budget requirements required.
<b>Corporate Risks associated with this Review?</b> Identify any weaknesses and barriers to success	<p>This is not in the corporate risk register. However, risks associated to contracts of this nature would have identified by council.</p> <p>Reputation/impacts on residents and visitors of the borough, with works not being carried out.</p> <p>Health and wellbeing impacts on residents, which may not be reversible.</p>
<b>Who will receive the review conclusions and any resultant recommendations?</b>	<p>Head of Service</p> <p>Cabinet</p>
<b>What is the Review Timescale?</b> • Identify key meeting dates and any deadlines for reports, recommendations or decisions.	<p>Add to work programme of Communities O &amp; S Meeting to discuss all aspects listed above.</p> <p>Update the Panel on progress with the performance every six months for perpetuity.</p>
<b>Lead Member/Officer</b> Identify a nominated: - Elected Member - Lead Officer	Andrew Durrant, Councillor Donna Stimson
<b>How could a review be publicised?</b>  Do we need to publicise the review to encourage community involvement? • What sort of media coverage do we want? (e.g. Flyers, leaflets, radio broadcast, press release, etc.)	Comms to publicise in normal ways through social media channels, resident's newsletter, parish council newsletter. Direct contact with local environmental groups
<b>Completed by/ Date:</b>	Shilpa Manek and Andrew Durrant
<b>Approved by Scrutiny Panel / Date:</b>	Communities Overview and Scrutiny Panel