

**Executive response to recommendations from the Overview and Scrutiny Committee on 29 February 2024**

Item	Recommendation	Agree (Y / N)	Comment	Responsible Executive Member	Lead Officer
Carbon Action Plan (item 15 on Executive agenda)	Recommendation: That consideration is given to how the carbon footprint of Councillors may be reduced.	Y	<p>Carbon training will be provided to Members to inform decision making and communication on carbon reduction.</p> <p><u>Carbon &amp; Climate Literacy Training for Members</u> Following discussions with councillors, climate teams, monitoring officers and a Climate Literacy Experience Workshop with 20 other Local Authorities within the Net Zero Living Programme, a proposal for a blended approach to Councillor engagement and training on carbon and climate is now being produced for consideration by the Publica Councils. The proposal is to provide a range of engagement and training opportunities to include:</p> <ul style="list-style-type: none"> <li>- Onboarding / Induction</li> <li>- Short online awareness training</li> <li>- Regular Informal engagement (e.g. a program of short informal briefings)</li> <li>- Role / responsibility specific short courses (e.g. portfolio holders)</li> <li>- Carbon Literacy Accreditation</li> </ul> <p>Key topic areas:</p>	Councillor Andrew Prosser, Executive Member for Climate Change	Hannah Kenyon, Climate Change Manager



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			<ul style="list-style-type: none"><li>- Climate Awareness</li><li>- Climate and Carbon Communication</li><li>- Decision making and use of tools (e.g. Climate Impact Assessment Tool)</li><li>- Effective project and programme management for Carbon reduction</li><li>- Collaboration and engaging with communities on climate action and carbon reduction</li><li>- The role of Climate Teams</li></ul> <p>The Climate Impact Assessment Tool will be used to embed climate and sustainability considerations in Member's decision making (Action 1).</p> <p>The Carbon Action Plan also aims to minimise paper consumption by Members and staff (Action 6) and emissions from business travel (Action 7). Members' travel emissions on council business are accounted for in carbon reporting. Wording has been added to the Carbon Action Plan to clarify that: (i) business travel covers public transport, vehicles owned by staff and Members, and flights; (ii) emissions will be minimised from staff and Member travel; and (iii) staff benefits will be reviewed to encourage green and active travel.</p>		
Financial Performance Report 2023/24	That the Chair of the Overview and Scrutiny Committee is included as a	N	The review and repurposing of earmarked reserves is an operational finance decision and is	Councillor Alaric Smith, Executive	Madhu Richards, Director of Finance



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Quarter Three (item 11 on the Executive agenda)	consultee in the delegation to the Director of Finance to review and repurpose earmarked reserves, in addition to the Executive Member for Finance.		<p>an exercise that is carried out regularly to ensure that reserves held are appropriate and adequate.</p> <p>Delegation to the Director of Finance in consultation with the Executive Member of Finance is proper in terms of governance. However, adding the Chair of Overview and Scrutiny as a consultee would blur Executive and non-Executive responsibilities and would therefore not be appropriate.</p> <p>All members are notified when decisions are taken by officers acting on delegated authority and therefore there is full transparency with regards to this process.</p> <p>Any key decisions taken by officers under delegated authority would be subject to call in by Members.</p>	Member for Finance	
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