

Draft Scoping Framework

Title of Review:
Climate Change Scrutiny Panel

PART 1: THE REVIEW

Section 1 - Terms of Reference

To investigate and make recommendations focusing on the council's workings and activities **relating to carbon emissions** and report to Council as soon as practicable in order to reduce carbon emissions from the council's activities by 45% by 2030 and to zero by 2050.

Section 2 – Reasons for the Review

At the Full Council meeting in July 2019, a notion of motion was passed that recognised the 2018 Inter-governmental Panel on Climate Change (IPCC) Report was an alarming reminder of the consequences of climate change and the urgent need to ensure that global temperatures do not exceed 1.5 degrees Celsius above pre-industrial levels. The report demonstrated that the global warming target is increasingly likely to be missed, with the 1.5 degree Celsius temperature "guard rail" expected to be exceeded in just 11 years.

The Borough Council's corporate priorities 2018-22 within the "protecting the environment" section includes: 'Protect and enhance our environment by reducing the Council's and the town's Carbon footprint.'

CBC has a good record to date in terms of carbon reductions for instance in terms of PV panel installation, insulation of Crawley Homes' properties, planning for an energy-efficient new town hall, the encouragement of sustainable transport etc. However, this record needs to be sustained and efforts enhanced in the coming decade if targets agreed globally are to be achieved locally.

Section 3 - Key Objectives of Review

Whilst the Full Council notice of motion included 7 clear points, it was specific in that the **scrutiny panel should focus on the activities and workings of the council relating to the reduction of carbon emissions.**

- 1) Audit the Council's workings and activities across the various services in relation to reducing carbon emissions.
- 2) Establish a carbon emissions baseline for the town and review data to quantify the challenges that Crawley faces as it progresses towards the 2030 target and beyond.
- 3) Investigate best practice across other local authorities, learn from best practice in other towns and cities.
- 4) Research and engage with key officers and partners, particularly regarding the future establishment of "green infrastructure".
- 5) Consider how recommendations would reduce carbon emissions, to be developed in the context of environmental and social responsibility, economic prosperity and development management in the context of the emerging Local Plan.

Section 4 - What will not be included in the scope (and why)

Potentially this could become a huge review but it is proposed to keep this review more proportionate, by focusing on where it can add most value in relation to the reduction of carbon emissions.

PART 2: EVIDENCE GATHERING AND PLANNING

Section 5 - Key Documents and Background Information the Panel may find useful for research.

1. [IPCC Global Warming of 1.5 °C Special Report](#)
2. [Bath & North East Somerset Council Climate Emergency Study Discussion Pack September 2019](#)
3. [Liverpool BID Green Infrastructure Action Plan April 2017.](#)
4. [Kensington and Chelsea Air Quality and Climate Change Action Plan January 2019.](#)
5. [Manchester Climate Change Delivery Plan 2010-2020](#)
6. [Tunbridge Wells Climate Action Plan](#)
7. [York Climate Change Action Plan](#)
8. [Friends of the Earth 33 actions local authorities can take on climate change.](#)
9. [Friends of the Earth Climate Action Plan Template.](#)
10. [Local.gov Commitments & Actions Plan Template](#)
11. Information and evidence from key CBC Officers.
12. Potential witness sessions from Cabinet Members.
13. Potential witness session or request for update from Executive Director of MRBD.
14. Potential witness sessions with community partners.

It will be necessary to take into consideration current and proposed policy documents when undertaking this Panel's work to ensure work is in line with Council policies and priorities.

It is proposed that the Review be undertaken as a "themed" approach in order to cover the work – along with witness sessions (initial proposals for discussion and agreement are listed below). However, as documented below there are "cross-overs" with the majority of areas so careful thought will be required to ensure the Panel's work adds value and does not duplicate.

1. Transport and vehicle usage (Witness = Cllr P Smith, Graham Rowe)
2. Business and local economic growth (Witness = Cllr P Smith, Steve Sawyer)
3. Building usage/development and energy (Witness = Graham Rowe, Sustainability Manager, Housing?, Planning?)
4. Community and green infrastructure (Witness = Cllr G Thomas, Graham Rowe)

Section 6 - Witnesses to be invited

(some initial suggestions listed below – but probably will need to be more focused and selective)

<u>Organisation</u>	<u>Name/Position</u>	<u>Reason for Inviting</u>
<p>CBC Economic Development and Sustainability</p>	Head of Economic and Planning Sustainability Manager	<ul style="list-style-type: none"> Update on Sustainability programme, including green infrastructure, sustainable energy and sustainable transport schemes. This should include update on Development Management and future build design. Also working in partnership with MRBD.
Major Projects and Contracts	Head of Major Projects and Commercial Services Partnership Services Manager	<ul style="list-style-type: none"> Update on work with contractors generally and sustainability links/findings. This should include update on Built Environment Team and future “energy saving” builds.
Cabinet Member for Environmental Services and Sustainability	Witness session	<ul style="list-style-type: none"> As lead member for climate change and sustainability - attend witness session to discuss their assessment of current situation.
Cabinet Member for Planning and Economic Development	Witness session	<ul style="list-style-type: none"> As lead member for transport planning, economic development & regeneration and local planning policy – attend witness session to discuss their assessment of current situation.
External		
Potentially Executive Director of MRBD (either witness session or update)	Steve Sawyer – Executive Director of MRBD	<ul style="list-style-type: none"> Update on working in partnership and the green infrastructure for the MRBD as this can be a key asset in helping to promote and enhance the image of commercial areas.
Potentially witness sessions with community partners	TBC	<ul style="list-style-type: none"> What is their assessment of the current situation
Public – web survey? TBC	TBC	<ul style="list-style-type: none"> TBC

Section 7 - Site Visits and Attendance at Events

<u>Location/Event</u>	<u>Date</u>	<u>Purpose of Visit</u>
NA		

Section 8 - Community Engagement Proposals

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PART 3: ADMINISTRATIVE CHECKLIST

Section 9 – Planning the Panel’s Work Programme		
	<u>Date (prov)</u>	<u>Details: (e.g. witnesses, objectives etc.)</u>
Projected start date	Oct 2019	
1 panel meeting	20 Nov 2019	Background report and scoping framework
2 panel meeting	Jan 2020	
3 panel meeting	Feb 2020	
4 panel meeting	March 2020	
5 panel meeting	April 2020	
6 panel meeting	June 2020	Finalise recommendations
IF REQUIRED – or by email	July 2020	Draft report

Section 10 - Resources and Responsibilities	
Chair of Scrutiny Panel	Cllr K L Jaggard
Other Members of Scrutiny Panel	Cllrs J Hart, K L Jaggard, G S Jhans, T Lunnon and A Pendlington
Lead Officer(s)	Clem Smith
DSO	Heather Girling
Cabinet Member	Cllr G Thomas
Head of Service	Head of Economy & Planning

Section 11 - Reporting Arrangements	
<u>Committee/Body</u>	<u>Date (prov.)</u>
Final report of Panel to Overview and Scrutiny Commission	TBC
Final report to Cabinet (as appropriate)	TBC
Final report to other Committee, full Council or Body (as appropriate)	TBC

Section 12 - Approvals		
<u>Details</u>	<u>By whom</u>	<u>Date</u>
Terms of reference/Panel agreed	OSC	24.9.19
Scoping Framework - drafted	Democratic Services	24.9.19
Scoping Framework - first agreed	Panel	20.11.19