

Climate Change Strategy Action Plan – Quarterly Reporting Template

Directorate/Service Area: _____

Officer(s) Submitting: _____

Date: _____ Reporting Quarter: _____

1. Summary of Progress with your Actions in the Climate Change Strategy Action Plan:

Please review and/or update each of your specific actions in the attached Excel spreadsheet and submit it with this form. Thank you.

2. Key Achievements and Milestones to highlight (this quarter):

Please highlight any significant achievements within your area of expertise.

3. Assessment of any Risks to the Delivery of Actions (eg financial viability, officer resources, support within directorate, member support, technology, infra-structure requirements):

Key Risk:	Action Taken or Required to Mitigate Risk:

4. New Projects your Service Area is Developing / Progressing / considering:

Please list any new or future pieces of work which could feature on the council's climate change action plan.

5. Any Other Comments:

Please return this completed template to Gareth.jones@bracknell-forest.gov.uk
Thank you.