

Quote: Zero Carbon Audit and Indicative Action Plan

Overview

We are informed that Bayston Hill Parish Council (BHPC) have declared a Climate Emergency and aspire to becoming a net zero council.

Further to preliminary conversations outlining BHPC's aspirations to measure, track and reduce its greenhouse gas emissions (GHG), Marches Energy Agency (MEA) is submitting this proposal for supporting BHPC with their climate ambitions.

This quote is for support to establish a baseline of greenhouse gas emissions resulting from BHPC's operational activities and to set out indicative key 'carbon' saving actions.

The project will create an excel based tool that can be used to report on reductions of GHG emissions over the coming years. This project would use the GHG Corporate Accounting and Reporting Standard as recommended by the UK Government. This is the internationally recognised standard from the World Resources Institute and World Business Council for Sustainable Development for reporting on GHG.

Proposed Activity

1. To identify energy use in kilowatt hours and the greenhouse gases associated with activities that BHPC pays for, 'owns and controls', including elements such as:

- All offices, depots, leisure, and social facilities
- Street lighting
- Public toilets
- Groundsman's equipment
- Staff/ Councillor journeys
- Any others that become evident

To include heating fuels, electricity, transport fuels, water and waste associated with each one of these activities, all of which will have a climate change contribution.

2. To create an excel based tool for quantifying BHPC's GHG emissions.

3. To provide a baseline report, including outline recommendations for improvements and any available sources of funding to help develop investment-ready opportunities. Site visits of BHPC assets will be conducted as required to inform this.

27.07.22

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4. To provide a briefing on how to convert energy bills to carbon emissions so it can continue to track changes over time (if desired).

5. To present the outcomes of the project in a short report.

Input required from BHPC

To provide data on energy, fuel, water and waste services consumption to MEA in the specified units of measurement (i.e kWhs).

Staffing

This project would be delivered by:

Phil Newcombe
Project Manager,
MSc Architecture: Advanced Energy and Environment Studies.

Robert Narraway
Assistant Project Manager,
MSc Sustainability

Costs

- £1750 + VAT
- It is estimated that the project could take 5 days. **If less time is needed, MEA will invoice BHPC accordingly.**

If you have any further questions, please contact Phil Newcombe either on 07908 436311 or phil@mea.org.uk.

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