



Energy Solutions Oxfordshire
Desktop Diagnosis Report

Witney Town Council – Burwell Hall

Contact name: Nicky Cayley
Postcode: OX28 6AG
Total site area: 354m²
Energy use source: Electricity & gas

Introducing this Desktop Diagnosis Report

This report has been produced using the information you provided in our online survey. It gives an initial outline and analysis of your current energy usage, and an idea of the types of improvements we might recommend to improve your energy efficiency, increase comfort, and reduce spending on energy bills.

Our service at Energy Solutions Oxfordshire (ESOx) is focused on developing bespoke, tailored recommendations to improve your premises in a way that works for you – whether it's about addressing a specific issue, improving the comfort of your staff or customers, reducing the costs of your energy bills, or doing your bit to address the climate emergency.

This desktop report is a starting point for the ESOx process, with the next step being for one of our energy experts to come and meet you and take a closer look at your buildings and energy use. This enables us to create a personalised Feasibility Report outlining the ideal ways to optimise your energy efficiency, so that you can decide which measures you'd like to progress. From there we can manage the whole process of implementing improvements for you, and if upfront costs are an issue, we may be able to assist with alternative financing options.

All this means that you can get on with running your business, while we take care of optimising your energy usage to reduce your carbon emissions and your energy bills.

What's next?

If you're keen to move onto the next step, you don't need to do anything.

We'll be in touch shortly to book in your energy assessment. In the meantime, you can also get in touch with us on:

hello@energysolutionsoxfordshire.org

Potential savings

From the information you provided, we predict that **Witney Town Council** can expect cost savings of:

£3,041.71

total avoided energy costs over 10 years

This figure is based on years of experience working with organisations in Oxfordshire. We've been combining our expertise from the Low Carbon Hub and Oxford Brookes University's EiE energy team to work with local businesses since 2017, through a programme called OxFutures. During that time, we've delivered over 136 energy assessments and supported the implementation of over 300 recommendations from these audits.

On average businesses who have worked with us see **5-10% energy savings over 10 years** from implementing energy efficiency measures for their premises. Some organisations go way beyond this, with an upper threshold of 20% to 30% reduction.

Based on the information you've given us about your energy bills, this means that by year 10 of implementing improvements, you'll have reduced your annual energy bill from **£7,832.83** to **£7,427.50***.

**Cost estimations based on energy data you supplied, plus taking into account future increases to energy prices.*

£7,832.83

Your annual energy cost in 10 years' time with no action

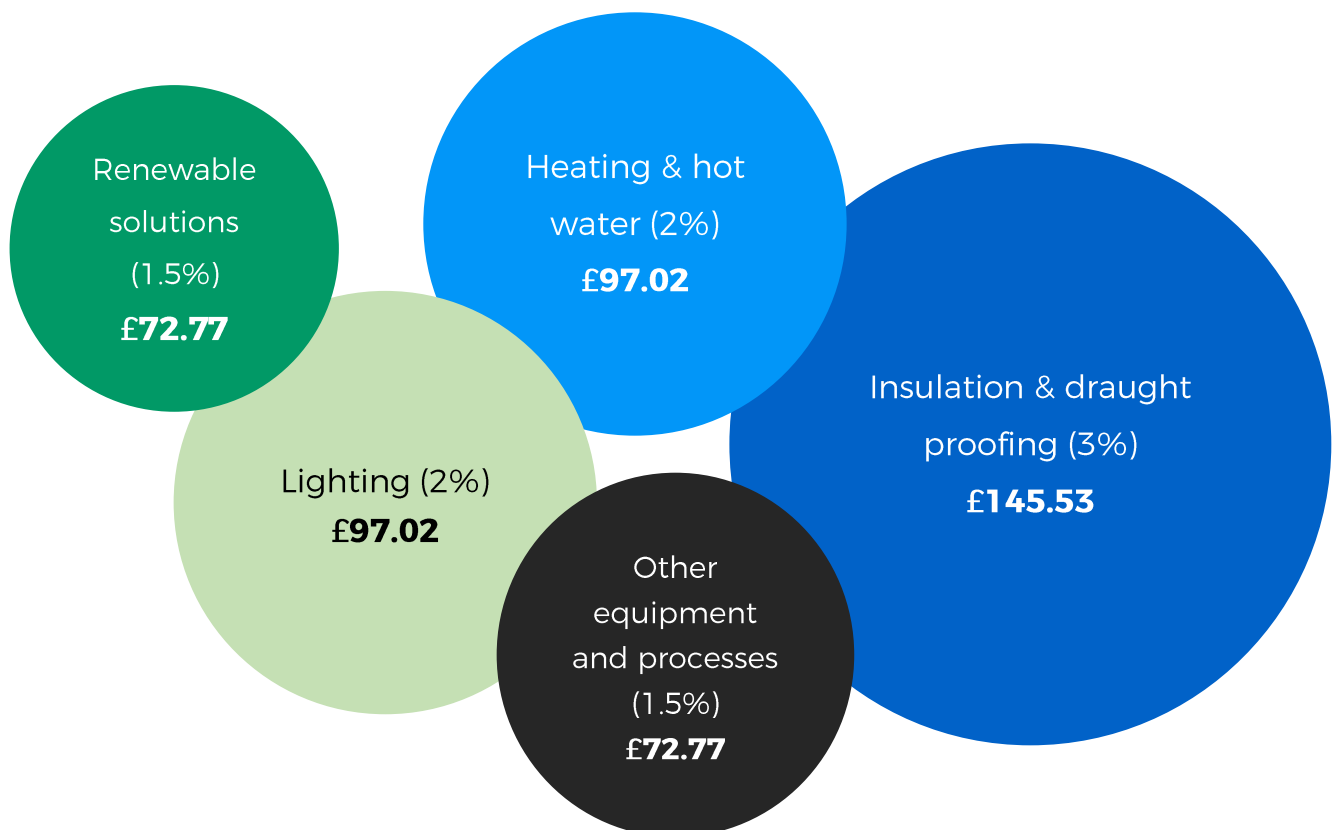
£7,427.50

Your annual energy cost in 10 years' time if you make improvements

>5%

Your average >5% cost saving on energy can be typically achieved by improving energy efficiency across the below areas:



Percentage of your total current energy spend



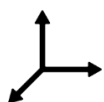
These are estimations based on our work so far, representing a starting point for your organisation. To know the real opportunities for your business we need to come to your premises to perform a full feasibility assessment – the next step in the Energy Solutions Oxfordshire process, which we'll be in touch with you about shortly. This will allow us to determine the specific measures that suit you, whether it's about changing your heating system, swapping to LED lighting, installing loft insulation, or more.

Your current energy profile

You provided information on your energy usage, including annual kWh consumption, annual costs, and energy tariffs:

	4p (gas)	16p (electricity)	
	 Gas	 Electricity	Totals
Annual energy expenditure (excluding VAT)	£3,148.08	£1,702.95	£4,851.03
Annual kilowatt hours of energy consumption	78,702 kWh	10,130 kWh	88,832 kWh
Annual tonnes of carbon equivalent	14.42 t CO ₂ e	2.15 t CO ₂ e	16.57 t CO₂e

How your annual energy is used



Units of floor area

354

total £13.70 per m² 250.94 kWh per m² 46.80 kg CO₂e per m²
m²

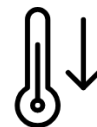
Actions you could take now to get started with reducing your energy usage

In the meantime, here are some ideas from our energy experts to get started straight away with reducing your energy usage through behavioural change, whilst we look into the possibilities for your buildings.



Make sure you turn everything off when not in use

When we assess businesses, we often see computers, photocopiers, water coolers, fans, vending machines and more that are left switched on constantly – even when there's no one in building. Making sure these things are switched off when not in use, or when the building is locked-up at the end of the day, is a simple way to reduce wasted energy. Take a look at your existing settings and control options that could enable you to automatically shut down idle, non-critical equipment with minimal effort.



Reduce overheating

Heating can be up to 50% of annual energy use in organisations – so it's a large proportion. This can usually be reduced without compromising comfort, simply by ensuring that heating is off (or greatly reduced) when the building is unoccupied overnight or during the weekend. Make sure you've checked any settings or timers you have on your heating controls and set the temperature correctly. When the building is in use the ideal temperature range is between 18 and 21°C. When not in use heating can be completely switched off or greatly reduced to between 9 and 12°C.



Raise energy awareness among your staff and/or customers

Encourage anyone using your premises (staff, customers, suppliers) to be conscious of their own energy use and to think about how they could reduce it. This could be as simple as providing instructions or communications to keep it 'top of mind'. For instance, if staff are regularly opening windows and leaving them open this could mean heat is lost. Having a poster close to the window reminding them to shut it when they leave could be a simple way to prevent this.

Next steps

The best way for you to take action on this initial desktop report and to improve the energy efficiency of your organisation, is to continue on this journey with Energy Solutions Oxfordshire. We can help you make the best energy efficiency improvements for you, in a way that's as simple as possible – helping you save money on your energy bills whilst minimising your carbon footprint.

As we've mentioned previously, the next step is for us to come and see your premises in person and gather detailed information on your buildings and energy usage, as well as your needs and preferences. There is a cost for this next step, and from the assessment we'll develop bespoke recommendations for improving your energy efficiency, which will be delivered to you as a Feasibility Report.

An overview of the ESOx process

