

Carbon Reduction Recommendations Report

for

Witney Town Council

May 2022

CRF UK investment support for Burwell Hall



The ESOx project is funded by the UK Government through the [UK Community Renewal Fund](#), managed within Oxfordshire by Oxfordshire County Council, and with thanks to the Secretary of State for Levelling Up, Housing and Communities.



UK Government



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INVESTMENT SUPPORT OVERVIEW

The aim of this report is to summarise the investment advice provided to help Burwell Hall to secure finance and install carbon reduction measures. All recommendations in this report are based on a site visit to the Hall in Jan 2022 and information obtained through conversations with the Project Officer.

Client details

Organisation name	Witney Town Council	Thorney Leys, Witney OX28 5NP
Date of support	May 2022	Main contact: Project Officer

Summary of energy savings measures needing investment

Below is a summary of the measures that require investment. Costs and savings have been estimated using information provided.

Opportunity	Savings (kWh / yr)	Savings (£ / yr)	Cost (£)	Carbon Impact (tCO ₂ e / yr)
Heating - Ground source heat pump	67,778	£1,683	£49,986	12.12
Heating - Air source heat pump	64,402	£1,170	£33,853	11.40
Hot water - Changing timing of hot water heaters	3,379	£99	£500 to £700	0.61
Heating - Zone heating in changing rooms	13,244	£548	£600 to £800	2.43
Lighting - Upgrade to LEDs	439	£67	£400 to £600	0.09
Renewables - Solar PV panels	3,900	£631	£10,000 to £12,000	0.83
Insulation - Ceiling insulation	5,843	£242	£10,000 to £15,000	1.07
TOTAL	91,207 - 94,583 kWh/yr	£2,757 - £3,270/yr	£55,353 - £79,086	16.43 -17.15 tCO₂e / yr

Contextual details

The Town Council was provided with an energy assessment report for the Hall in January 2022. The measures are yet to be implemented and the Town Council applied for CRF UK support for suggestions of suitable grant funding opportunities for these measures, particularly the ground source heat pump.

Recommended investment actions

Below is a summary of the recommended actions to secure investment. Pages 3 to 6 provide details.

1. Obtain at least one quote, but preferably two or three, for the remaining measures being considered. A quote has already been received for the ground source heat pump and air source heat pump.
2. Investigate grant funding opportunities.
3. Prepare and submit your grant funding applications.

4. Consider further investment actions as needed.

INVESTMENT RECOMMENDATIONS

1. Obtain quotes from qualified contractors

We recommend the following actions that will lead to both reduced energy costs and improved comfort for users of the building.

- Install a ground source or air source heat pump to reduce the carbon impact of the building.
- Zone heating for changing rooms and reduce heating times on hot water heaters - Consult plumbers who can provide quotations for installing zoning to this area which is only used once a week.
- Upgrade to LED lighting - Consult lighting contractors about LED replacement lights and absence sensors.
- Install Solar PV panels - The Low Carbon Hub use the following solar installers for their own large non-domestic projects:
 - Joju Solar - <https://www.jojuSolar.co.uk/>
 - R-ECO - <https://www.r-eco.coop/>
 - Noble Green Energy - <https://noblegreenenergy.co.uk/>
 - Darke & Taylor (solar division) - https://darkeandtaylor.co.uk/disciplines_specialisms/energy-solutions/
 - Power Sun - <https://www.powersun.ltd.uk/carbon-zero-services/>
- Consider ceiling insulation - Kirtlington Village Hall installed ceiling board insulation to the interior of the roof of their main hall. You could contact their Chair, Jo Richardson, to find out who carried out this work - chair@kirtlingtonvillagehall.co.uk. Begbroke Village Hall had the following contractor carry out loft insulation work before Christmas - Phillip Skipp, All Seasons Property Services admin@allseasonsweb.co.uk (01604 389 007). This was glass fibre insulation, but this company may also install rigid insulation.

Actions

- Contact general builders or specialist installers to provide an itemised quote covering the above measures.
- Obtain at least one alternative quote from another provider as a comparison.
- Select a contractor to carry out the work.

INVESTMENT RECOMMENDATIONS

2. Investigate grant funding opportunities

There are two grant funding opportunity for Burwell hall:

FCC Communities Foundation

<https://fcccommunitiesfoundation.org.uk/>

Burwell Hall is within 10 miles of a landfill site, so the Council can apply for an FCC grant of between £2,000 - £100,000, which will support community projects. Town Councils are specifically mentioned as eligible.

Salix Phase 3 Public Sector Low Carbon Skills Fund

Notification has just come out of a webinar on 24th May sharing details of Phase 3 of this fund. The webinar link is here:

https://www.eventbrite.co.uk/e/phase-3-public-sector-low-carbon-skills-fund-webinar-tickets-339827231397?aff=ebemoffollowpublishemail&utm_term=Phase+3+Public+Sector+Low+Carbon+Skills+Fund&utm_medium=email&utm_content=follow_notification&utm_source=eventbrite&utm_campaign=following_published_event

No details have yet been published on what technologies this Fund will cover in Phase 3 however, for reference, here is the guidance on Phase 2 of this programme which is now closed. There is no guarantee that Phase 3 will cover the same technologies and Salix funds are generally oversubscribed.

https://www.salixfinance.co.uk/sites/default/files/Phase_2_LCSF_HDP_Guidance.pdf

Actions

- Review the eligibility details for the above funds.
- Note any deadlines and keep in mind some funds are limited and prone to closing without warning.

INVESTMENT RECOMMENDATIONS

3. Prepare and submit your grant funding applications

When the grant funding opportunity has been reviewed, plan your application by collecting relevant information prior to submission. Ideally plan timing of this stage to include any approvals within your organisation as well as someone to act as a proof-reader.

If you have previously applied to these funds unsuccessfully, ensure any feedback is reviewed and incorporated into a new application. Some grant funds will have a 'frequently asked questions section' and a helpline where any questions can be asked.

Finally, if there is insufficient time or expertise within your organisation, consider paying an experienced consultant to prepare the funding application.

We can provide further support by reviewing the application and providing feedback.

Actions

- Plan your submission for grant funding.
- Create a schedule for completing the application, considering collection of information and any approvals required.
- Write the application and ensure the text is edited.
- Contact us if you would like support in reviewing your grant funding application(s) or support finding a consultant to write the bid.

INVESTMENT RECOMMENDATIONS

4. Consider further investment actions

There are a few further actions that you may consider to support the installation of carbon reduction measures at the hall, these include:

Local fundraising activities

Funding can be raised locally through activities such as raffles or events. Crowdfunding solutions can be set up where locals donate towards project outcomes. We can provide further advice on this, if of interest.

Loan finance

If grant applications are not successful Energy Solutions Oxfordshire can help you to identify loan finance providers for energy reduction and generation activities. See

<https://www.energysolutionsoxfordshire.org/how-to-find-financial-support-for-energy-efficiency-upgrades/>

Actions

- Depending on resources and opportunities to engage locally, consider fundraising activities.
- Depending on the response, following application for grant funds, consider the option of loan finance to top up any shortfall in funds.

NEXT STEPS

Installation

When funding is secured, ESOx are happy to support you during installation of the measures, particularly if there are any questions about energy and carbon reduction or issues of performance. There may be a charge for this depending on available support. Please contact us if you have any questions:

<https://www.energysolutionsoxfordshire.org/#contact-us>

Your action progress update

After a number of months, we will ask for an update on your progress against recommendations in this report. Some actions will be completed, some in progress, and others not yet started. Below is an example of how you can indicate your progress (tick one box per row). Information on your progress is extremely important for helping us measure success and helping you secure funds.

Opportunity	Action completed	Partially completed	Not begun but intending to	Not begun, <u>not</u> intending to	Not applicable
Obtain further quotes for heating replacement	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Obtain quotes for the remaining measures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Investigate grant funding opportunities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Apply for grant funding	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Consider further investment actions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>