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Consciam’s Carbon Data Sprint Challenge
Week two - Template

SPEAKERS
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So in this video, we’re going to quickly run through the standard data collection tool that we use for carbon footprint projects.

So this is optimised for the Consciam Carbon Footprint Tool, but will be applicable for any carbon footprint software you might be using in terms of collecting the key data that’s required under something like the Greenhouse Gas protocol.

A bit of background information on this first tab on the tool, we then get into the the footprint summary.

This is your organisational summary.

Here you record the key information related to the footprint you’re calculating for your business.

So the name of the organisation, what your financial year is for your business, key information around the number of people perhaps employed by your business, the revenue you have and your balance sheet value if relevant.

This can be really helpful to produce relative metrics in your footprint.

So energy used per person, energy used per pound.

And you can also use it to check on compliance with legislation.

So then we’d record key information about the footprint here.

We’re doing so FY24 for this example and the dates that means so calendar year in this case.

And then you can put in the data for each individual entity.

You might have one office, you might have many.

You can list them all here and obviously add more rows

It’s also worth recording the, the number of people who work at each location and if you’ve got it, the area because that can be used to help you build some assumptions if you can’t get really good data.

So then we’ll move on to the data summary tab

This will be your friend.

This this helps you to organise potentially complex data in a really simple way and track your progress.

In this first column, we’ve got all the key data, the typical data we’d expect to see for businesses.

There will be data here that might not apply to your business.

You can also ignore those.

We've got a sort of a quick summary over here that just kind of says what that really means.

So natural gas, fairly self-explanatory gas you might use for heating, what data you're going to need and the units you can use.

It also, just for the record, tells us which greenhouse gas protocol scope things fit into one, two or three.

So then the way we use this and we find really helpful is to then track here at the start of the project, are we going to include this or not?

So if you're using gas in your premises, you might say yes, but you might not have any other fuels such as LPG fuels

So you could say no to these.

No biomass, not sure if you've got liquid fuels.

So you might want to go and check that with someone.

You can use this to record who that's going to be responsible for, who's going to find that data for you or who's providing it.

And then this grid here, red at the moment, the idea is this moves across to green as you go through a project.

So again, up to you if you use this.

But this enables you to say, well, the gas data we now is, is coming through.
So that's OK.

But we've, let's say let's pick another one in here.

We'll just change this one.

So natural gas, we've now received that natural gas data.

It's gone green.

We need to do some cheques to make sure it looks OK when we've done those and then so on.

You can go across here and it just tracks how you do.

And then you've got a bit of free text field here.

Then got individual tabs that cover each of these different elements.

I'll just look at one just for ease.

They all follow the same sort of pattern.
The'll explain to you what data you might need, anything else that is relevant to record.

I'd really urge you to fill in this summary of your approach.

This is where you can record where you got the data from, any assumptions you made, maybe something about how good the data is or any concerns, but it just keeps a really good record.

And then you simply build up the data.

For each office, each building, you might have one figure of the year or for a quarter or monthly data.

And then you'd record how many kilowatt hours in this case you'd used.

Make sure you record the units, be consistent what the fuel was and any comments. so that just repeats across the document.

They are colour coded, so green is scope 1, blue is scope 2, yellow is scope 3.