



Scottish Episcopal Church

Climate Action Tool Kit

Practical steps, resources and advice
for the whole church community
on how to move to net zero carbon by 2030

Checklist (from SEC Toolkit October 202)

| | Tasks | Done | Could do now | Consider in medium or long term |
|-----------|---|------|--------------|---------------------------------|
| A. | Improve Energy Efficiency | | | |
| A | Calculate your carbon footprint , using one of the available tools, e.g. https://360carbon.org .. Look at your past and present utility bills, feed in the numbers and the tool will work out the climate impact of your heat and light. | | | |
| A1 | Insulate all buildings - e.g. church, rectory, halls - including walls, lofts, roof spaces, floors and central heating and water pipes, where possible. | | | |
| A2 | Reduce draughts with curtains, insulation strips on doors and windows and by repairing cracked or broken windows, replacing with double glazing. | | | |
| A3 | Refurbish radiators ; add 'smart' thermostats to better control where and when you need heat. | | | |
| A4 | Audit the various uses of your buildings to plan when they need heating and for how long. | | | |



You're currently working on the carbon footprint for: *St Bloggs*, for the period 01/01/2020 to 31/12/2020.

About Your Church

i Please tell us about the people who use your church. This information will help us show you how your carbon footprint relates to the activity in your church. A church that is working hard to reduce its carbon footprint may use more energy as it grows... but still have a smaller footprint per person or per activity. You will need to decide who you are going to count, particularly for weekday usage – which users and organisations you include and exclude as using your buildings. For example, organisations renting the church hall, occasional events such as weddings, funerals, school visits, concerts etc. Once you have decided what to include and exclude, the important thing is to measure the same things each year to ensure consistency.

For the footprint year, how was your church used in a typical WEEK?

Sundays and Special Services

Number of people at Sunday services **?**

For how long is the building occupied? **?**

How many Sunday services a year? **?**

Number of people at special services **?**

For how long is the building occupied? **?**

How many special services a year? **?**

Weekdays

If your church building is used at all during the week: **?**

How many people use the building? **?**

How many different activities are there? **?**

How long, on average, do activities last? **?**

How many weeks a year do activities run? **?**

Staff

If there are any staff (including clergy) who work in the church building during the week:

Number of staff **?**

Total time staff are in the church each week **?**

How many weeks a year do staff work? **?**

Notes


Who are you including in your footprint? **?**

Sunday services, weddings, funerals, festival services.
Rector and administrator
Church open to public on Wednesday mornings for prayer and Saturday mornings for coffee

Save



Next: Energy

Energy

 Please tell us about energy usage in all of your church buildings for the footprint year. If you receive quarterly bills, and if those bills are based on estimates, enter the estimated amount of energy consumed – you can correct it later when more, finalised, information is available.


For the footprint *YEAR*, what was your church's annual energy usage for each building?

Main Church Building

| | | | | | |
|-------------|-----------------------------------|----------------------------------|--------------------|----------------------------------|---|
| Electricity | <input type="text" value="9876"/> | kWh | Renewables tariff? | <input type="text" value="Yes"/> |  |
| Natural Gas | <input type="text" value="3456"/> | <input type="text" value="kWh"/> | Renewables tariff? | <input type="text" value="No"/> |  |

▶ Show more options


Does your Main Church Building have solar panels installed? ☐

 **Calculate**

Main Church Building emissions: 718 kgCO₂

Annual energy emissions: 718 kgCO₂

Travel

 Please tell us about how people get to and from church, and the distance they travel. Download a copy of the [Travel Survey](#) to help you gather all the information that you need to fill in this section. Travel includes Sunday services and weekday activities.

Before starting this section, decide whether you're going to use the Simple version or the Advanced version – you can switch between the two, but both sets of data will be saved if you press "Save All".

The Simple version uses average emissions factors for each type of car and for motorbikes. If you want a more detailed breakdown of car usage (by size), or if people in the congregation use other forms of transport to take part in church activities then you should use the Advanced version.

For the footprint year, how many miles did members of the congregation and staff travel for church activities in a typical *MONTH*?

Congregation

Staff

 Switch to Simple

Small car

Diesel

Miles per month

Petrol

Miles per month

Hybrid 

Miles per month

Electric 

Miles per month

Medium car

Diesel

Miles per month

Petrol

Miles per month

Hybrid

Miles per month

Electric

Miles per month

LPG

Miles per month

Large car

Diesel

Miles per month

Petrol

Miles per month

Hybrid

Miles per month

Electric

Miles per month

LPG

Miles per month

Small motorbike 

Miles per month

Medium motorbike

Miles per month

Large motorbike

Miles per month

Taxi

Miles per month

Bus

Miles per month

Train

Miles per month

Light rail or tram

Miles per month

Underground

Miles per month

Bicycle 

Miles per month

On foot 


Miles per month

 **Calculate**

Congregation travel emissions: 0 kgCO₂

Annual travel emissions: 0 kgCO₂

Food


 Please tell us about the food and drink that you serve at services and other events. The result here is an estimate based on the best available figures for the carbon footprint of different foods.


Actual figures may vary according to how far the food you buy has travelled to get to you, whether it is from local sustainable sources, whether you use produce that is in season and even whether you grow your own!


Drinks and snacks – for the footprint year, how many of the following were served in a typical *MONTH*?

Cups of tea

Cups of coffee 


Glasses of squash 

Glasses of fruit juice 

Packets of biscuits 

Pastries, or slices of cake 

Meals – for the footprint year, how many meals were made and served at Sunday or weekday activities in a typical *MONTH*?

High Meat (more than 100g) 

Medium meat (50 to 100g)

Low meat (less than 50g)

Fish


Vegetarian

Vegan


 **Calculate**

Total food emissions: 0 kgCO₂


Expenditure

 It is possible to estimate carbon emissions relating to expenditure across a number of categories – you can [read more](#) about how we do that in the User Guide. The best source for information for this section is your church accounts. If you don't use a certain category, simply leave it blank.

For the footprint *YEAR*, how much did your church spend in the following categories?

Building and grounds 

£

IT equipment and electronics 

£

Telephone and internet services

£

Postage


£

Professional Printing 

£

Magazines and books

£

Stationery 

£

Accountancy and auditing

£

Insurance 


£

Legal services

£

Other professional services 

£


Courses and training 

£







 **Calculate**

Total expenditure emissions: 0 kgCO₂

Waste & Water

 Please tell us about how you dispose of waste, and how much water you use.
We have assumed that an average bin bag weighs about 8kg. Wheelie bins are listed with the average weight of waste that each capacity would carry. The [User Guide](#) has more details about wheelie bin sizes.

For the footprint year, where did your church's waste go in a typical *MONTH*?

| | |
|--|---|
| Recycled (Dry waste)  | Other waste to landfill  |
| <input type="text"/> 240l wheelie bin (approx. 32kg)  | <input type="text"/> 240l wheelie bin (approx. 32kg)  |
| Food (separated and composted)  | |
| <input type="text"/> 240l wheelie bin (approx. 32kg)  | |

For the footprint *YEAR*, what was your church's water usage for?

| | |
|--|---|
| Water supplied to property  | Waste water (Sewerage) |
| <input type="text"/> m ³  | <input type="text"/> m ³  |

 Calculate

Total waste & water emissions: 0 kgCO₂