Page 1 – Executive Summary

Source - Annual Emissions and Action Report

Content - Summary of report content and purpose, explanation of data sources and limitations/council influence
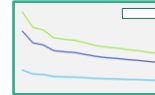
Presentation - text summary, include link to annual update report to Full Council

Page 2 – BANES CO_2 Emissions over time

Source - BEIS data

Content – Total and sector CO_2 emissions over time (2005 – to most recent year). Data caveats.

Presentation – Line graph with sectors filter

Page 3 – BANES and Council GHG Emissions by Sector and Scope

Source - SCATTER tool data

Content - GHG emissions, recent year by sub-sector, scope and Council influence. Data caveats.

Presentation – Bar graphs for $ktCO_2e$ and doughnut charts for %.

Annual Update Process:

1. Add most recent data to BEIS Power BI data table
2. Restructure new SCATTER data and save over old table
3. Update pages 2, 3 and 4 by selecting refresh in Power BI
4. Manually update Executive Summary (p1) and page 5.

Page 5 – Examples of other Organisation's Actions

Source – Anchor Institutions and Partnerships, Public Sector, Schools, Parish Councils, Businesses, Community

Content – Qualitative summary of wider activities and action within our sphere of influence

Presentation – text summary and case studies

Page 4 – Council Actions to Reduce CO_2 Emissions

Source – Climate and Ecological Emergencies Performance Monitor

Content – Council actions (indicators) and their emissions scope, sector and degree of Council's influence.

Presentation – Table with filters and conditional formatting that links to SCATTER data graphs/charts colours.

Format - Power BI Report

Benefits:
- Interactive
- Can fit lots of data on one page
- Attractive and impactful visuals
- Can be easily updated each year

Dissemination of Report:

- Power BI online platform
- Intranet
- Council Public Website
- Static Power Point versions when required

Annual Emissions and Action Report Proposal