# Midlands Energy Audit

Information Sheet and Application Form

West Midlands Museum Development (WMMD), Museum Development East Midlands (MDEM) and [Pilio](https://www.piliogroup.com/) are partnering to offer a limited number of energy audits for museums across the Midlands in autumn/winter 2023.

This document is designed for staff and volunteers from museums in the West Midlands who may be interested in applying for an energy audit. It covers:

* Midlands Energy Audit eligibility
* what an energy audit is and how it can support your work
* programme commitment
* how to apply
* next steps

If you have any queries not covered in this document, please contact [Olivia Basterfield](mailto:olivia.basterfield@ironbridge.org.uk) to arrange an informal chat.

If your museum is based in the East Midlands please visit the MDEM [website](https://mdem.org.uk/news/) to more information and to apply.

## Midlands Energy Audits Eligibility

You are eligible to apply for an audit if:

* your museum is Accredited or Working Towards Accreditation and located in the West Midlands
* you hold decision making responsibility and can enact change within your organisation
* you have permission to participate from senior management within your organisation (i.e. the Board of Trustees)
* you have not had a Museum Development funded energy audit or participated in WMMD’s Bright Future programme
* you are available on at least one of the dates available for an energy audit

If you are part of a museum service or if you operate more than one museum site you are welcome to submit an application for **one** museum in your service to take part.

Priority will be given to applications from non-NPO and non-National museums.

## What an energy audit is and how it can support your work

Participating museums will receive an energy audit and report from Pilio. Building energy audits are excellent ways of finding:

* low and no cost energy reduction interventions
* more significant energy saving infrastructure investment
* zero carbon pathways

Pilio has significant experience undertaking energy audits in the arts and museum sector. A typical audit involves:

* A short (10 minute) pre-visit questionnaire completed by the museum
  + This information provides important context for the visit
* A one day site visit
  + This includes a building walk around with the facility manager (or relevant staff/ volunteers), a short interview/ chat, and a review of main equipment, meter cupboards, plantrooms and roofing (where possible)
* Energy analysis
  + This uses annual, monthly, weekly and half hour data (where it exists) to make better predictions and payback of energy interventions
* Audit report
  + The report will outline energy management recommendations, equipment change recommendations and any zero carbon pathways

Audits can support your work by:

* giving you an overview of your operation
* help you find ‘low hanging fruit’ and short-term improvements
* analysing your heating systems, providing recommendations for energy efficient equipment and help in minimising cooling load or increasing comfort
* help with buy-in from management or as evidence of need for funding applications
* providing a baseline of the building so future improvements can be evaluated
* giving your organisation a sense of the scale and potential for achieving zero carbon

## Programme commitment

By taking part in this programme, participating museums agree to:

* Share energy and building information as and when required by Pilio, to help Pilio complete an energy audit effectively
* Enable Pilio access to the building(s) as necessary to complete the energy audit site visit (approximately one working day)
* Use the energy audit and resulting report to inform future planning, making reasonable adjustments to reduce your organisation’s energy consumption
* Take part in WMMD’s long range evaluation to capture the impact of participating in the programme by providing a short case study by April 2024
* Complete a Museum Organisational Health Check by April 2024 (if one has not been completed in the last 12 months) and an Annual Museums Survey when requested

## Want to apply?

Please complete the application form and return it via email to [wmmd@ironbridge.org.uk](mailto:wmmd@ironbridge.org.uk)

If your museum is based in the East Midlands please visit the MDEM [website](https://mdem.org.uk/news/).

As audits are allocated on a first come, first served basis we recommend you apply at your earliest opportunity.

Applications will close either when all audits are allocated or **5pm, Wednesday 4 October.**

## Next steps

Applications from non-NPO and non-National museums who are Accredited or Working Towards Accreditation will be allocated on a first come, first served basis. If successful, you will be contacted within ten working days with confirmation, the date of your audit and any further details needed by Pilio.

Applications from NPOs will be added to a waiting list and contacted with any remaining dates once the final deadline of **5pm,** **Wednesday 4 October** has passed.

### *Acknowledgement*

We will acknowledge receipt of your application within one working day. If you haven’t heard from us after this time, please contact us immediately.

# West Midlands Application Form

# About you and your organisation

*If you are a museum service or manage more than one museum site, please state which museum in your care you wish to put forward for the environmental audit.*

|  |  |
| --- | --- |
| **Museum name** | **Museum address and postcode** |
|  |  |
| **Name of lead contact** | **Job title/ voluntary role** |
|  |  |
| **Contact email** | **Contact number** |
|  |  |
| **Type of organisation** (please circle, highlight or make bold as appropriate) | |
| Independent Museum Local Authority Museum University Museum  National Trust English Heritage | |
| **Museum Accreditation status** (please circle, highlight or make bold as appropriate) | |
| Full Accreditation Provisional Working Towards Accreditation | |

## Tell us more about why you’re applying for an audit

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| --- |
| **Please describe an energy audit would benefit your organisation.** *(250 words maximum)* |
|  |
| **Please outline any particular issues, concerns or actions identified in your organisation that you think an energy audit could support you with***(250 words maximum)* |
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| --- |
| **Please provide some information about your building and your average annual gas and electricity costs** *(250 words maximum)* |
|  |
| **Select all the dates that you would be available for an energy audit site visit** (please circle, highlight or make bold as appropriate) |
| Monday 30 October Monday 6 November Monday 13 November  Tuesday 31 October Tuesday 7 November Tuesday 14 November    Monday 20 November Monday 27 November Monday 4 December  Tuesday 21 November Tuesday 28 November Tuesday 5 December |

I confirm that we will fully participate in the programme in accordance with the conditions of participation. I have the permission and support of the senior management team.

Signed: Date:

Programme Sponsor (eg a member of the Board of Trustees or Senior Management)

|  |  |
| --- | --- |
| **Name** | **Job title/ voluntary role** |
|  |  |
| **Contact email** | **Signature:** |
|  |  |

## Sharing permission

WMMD will need to share relevant information from this application form with our programme partners, Pilio and MDEM.

Are you happy for us to share this information? Yes/ No