



Carbon Literacy for Local Authorities Leadership and Management Course Overview

This document gives you an overview of what's included in the Carbon Literacy Local Authorities Toolkit. This includes extracts from the slide deck, trainer manual and other support documents.

For further details please see our website: <https://carbonliteracy.com/local-authorities/>

Getting Started

Complete Kit

All materials needed for a day's worth of certified Carbon Literacy training are included.

Sector Specific

Co-developed by Local Authorities & designed to be delivered by peers.

Adaptable

Tailor the materials to your cohorts using the customisable sections.

How to start

Please attend a CL course and a Delivering Successful CL Workshop before delivery.

The Toolkit is only licensed for the purpose of certified Carbon Literacy training within the sector - all learners must pledge an individual and group action. Learners' evidence forms must be submitted by the trainer to evidence@carbonliteracy.com within approx. 2 weeks of the training with a [certificate request form](#). Many organisations bulk purchase certificate applications in advance from accounts@carbonliteracy.com

[Becoming a Carbon Literate Organisation](#) showcases commitment to a low-carbon culture.

**What
does
the
Toolkit
include?**

**Getting
Started
Pack**

**Slide
Deck**

**Trainer
Manual**

**Pre &
Post-
Course
Forms**

**Resources
Document**

**Activity
PDF**

**Carbon Literacy
Project**



Carbon Literacy for Local Authorities

Trainer Manual

Leadership and Management Course
CC000596
V4

2023

The Carbon Literacy Project



Department for
Business, Energy
& Industrial Strategy

GMCA GREATER
MANCHESTER
COMBINED
AUTHORITY

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Carbon Literacy Local Authorities Leadership and Management Course - detailed trainer guide

This guide will provide you with all the information you need to deliver the Carbon Literacy for Local Authorities Leadership and Management course. Please note that it is not meant to be read as a script but to be used as a guide for delivering the training. For more succinct delivery notes, please see the slide notes underneath the slide deck.

Carbon Literacy:

“An awareness of the carbon costs and impacts of everyday activities, and the ability and motivation to reduce emissions, on an individual, community and organisational basis”

Materials checklist

This trainer manual

Slide deck

Activity pdf

Evidence forms - there are three versions of our evidence form. We have an offline downloadable Word version and an offline pdf version which are available here:

<https://carbonliteracy.com/trainer-consultant/documents/> and a live online Microsoft Forms link:

https://forms.office.com/Pages/ShareFormPage.aspx?id=5h69uub_b0i4Oi28B7V_6j6ypvR5mW5EiBkZsQuk7TBUQUk1SVFGMDRJSkdUQkVZQlpYSDBXUIZTRi4u&sharetoken=cF19PB DJupg1jFuy5IFl

Certificate request form. [You can access the certificate request form here.](#)

Pre-course work. Please ask learners to calculate their carbon footprint using the WWF's carbon footprint calculator <https://footprint.wwf.org.uk/> before their training. If the trainer calculates their carbon footprint, it can help to initiate discussion. N.B. Alternatively learners could calculate their carbon footprint as part of the session (at the trainer's discretion).

Evaluation forms (optional – pre course survey can be sent before the training and post course survey sent after the training)

Additional materials if delivering training in-person:



We would recommend asking learners to bring a device such as a laptop/iPad. If there is not a device per table, instead of using the activity pdf, each group will either need a whiteboard and whiteboard marker pens or pens and paper to take notes.

Slide projection equipment

Tables and chairs set up so that learners can see the screen and be easily split into small groups

Basic stationery (pens)



Running order

Blue slides – slides that are designed to be edited by the trainer.

Orange slides – are activities or involve active learner engagement.

Green slides – contain videos that learners watch on their own devices.

This training is a day of learning. This day of learning can be delivered in a single day, or over multiple days – this depends on the delivery structure that is best suited to your organisation and your learners.

We recommend leaving no more than one week between training sessions for continuity.

If the training is being delivered on different days, allow a little more time at the beginning of each session to do a quick welcome and recap.

There are several 'Break' slides throughout the Toolkit. These breaks can be moved if necessary.

The allocated time for each slide is an estimate. If the trainer finishes a section early the time can be used for other sections and discussions.

Day 1			
Introduction		Duration (hrs:mins)	Start time
	What is Carbon Literacy?	00:08	09:30
	All or nothing? / Icebreaker	00:12	09:38
	Training overview	00:01	09:50
Module 1	The role of local authorities	00:08	09:51
	The difference between weather and climate	00:01	09:59
	The carbon cycle	00:03	10:00
	The greenhouse effect and GHGs	00:07	10:03
	Global emissions over time	00:03	10:10
	The scientific consensus	00:08	10:13
	Emission trajectories	00:02	10:21
	Global impacts	00:07	10:23
	Pathways to our future or What the impacts mean for society	00:05	10:30
	The scale of the challenge	00:02	10:35



	The Global Risks Report	00:02	10:37
	Tipping points	00:04	10:39
	Climate change and the economy	00:04	10:43
	Break	00:10	10:47
	The Carbon Map	00:15	10:57
	Inequality and carbon emissions	00:04	11:12
	Local climate vulnerability	00:04	11:16
	How will climate change impact our ...	00:20	11:20
	Climate change impacts in *your local area*	00:07	11:40
	How's everyone feeling ... any questions?	00:05	11:47
Module 2	International policy	00:11	11:52
	UK greenhouse gases	00:03	12:03
	UK policy	00:12	12:06
	Local authority's climate strategy	00:03	12:18
	Regional policy (optional)	00:02	12:21
	Break	00:10	12:23
Module 3	Leadership in an emergency	00:08	12:33
	Climate emergency and decision-making	00:20	12:41
	How should we act in an emergency?	00:01	13:01
	The economic position	00:08	13:02
	Personal carbon footprints	00:04	13:10
Finishing Time:	13:14		
Total Session (M 1-3) Time	03:44		



Day 2			
		Duration (hrs:mins)	Start time
Module 4	Introductions/tech check	00:05	13:30
	Co-benefits of climate action	00:39	13:35
	How can we fund climate action?	00:11	14:14
	The carbon budget and GHG inventory of your local authority	00:14	14:25
	Break	00:10	14:39
Module 5	Action planning and levers of influence	00:05	14:49
	Transform the change targets using the levers of influence	00:30	14:54
	Taking action	00:06	15:24
	Dragons' Den	00:25	15:30
	Break	00:10	15:55
	Complete your evidence form	00:32	16:05
Module 6	Talking about climate change video	00:05	16:37
	Britain Talks Climate or Communicating climate change	00:31	16:42
	Talking about climate change wrap-up	00:03	17:13
	The 'discourses of delay'	00:02	17:16
	Wrapping up	00:11	17:18
Finishing Time:	17:29		
Total Session Time (M 4-6)	03:59		
Total Training Time (M 1-6)	07:43		



Climate change and the economy

Material: Slides

Timing: 4 minutes

Purpose: To make learners aware of the cost of inaction.

The cost of inaction (1) (02:00)

The Office for Budget Responsibility have said unmitigated climate change will result in “debt spiralling up to c.290% of GDP due to the cost of adapting to ever hotter climate and more frequent and more costly economic shocks”.

The Government’s third five-yearly Climate Change Risk Assessment Report, which was published in 2022 has found that **on the present trajectory of global warming, climate change will cost the UK economy up to £20 billion a year by 2050**. The report also highlights that the the UK will be subject to a range of significant and costly impacts unless we take much further and faster action and that in the majority of risk areas we need to take more action and do more to build climate change into any decisions that have long-term effects.

Delayed action is unlikely to have near-term savings and will be highly costly in the long-run.

Extra info:

The Government’s third five-yearly Climate Change Risk Assessment Report found that a 2°C global temperature rise from pre-industrial levels by 2050 would mean that 8 of the 61 identified risks could each individually cause economic damages of over £1 billion per year. For 36 of the risks, damages could be at least £10 million per year.

References:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1047003/climate-change-risk-assessment-2022.pdf

<https://www.thetimes.co.uk/article/climate-change-to-cost-uk-economy-up-to-20bn-a-year-by-2050-mhjcnw7pv>

<https://www.theccc.org.uk/publication/independent-assessment-of-uk-climate-risk/>

https://obr.uk/docs/dlm_uploads/Fiscal_risks_report_July_2021.pdf

The cost of inaction (2) (02:00)

A separate study found that restricting temperatures to 2°C of warming instead of 4°C would avoid UK losses of \$17.43 billion per year to 2100.



Stress the importance of early action and the difference in GDP losses between 2°C and 4°C.

Other studies:

Another study found that impacts from climate change will cost the UK £16 billion annually by 2050 if business as usual continues.

If we act now, the Climate Change Committee estimate the net cost of getting to net zero by 2050 will be less than 1% of projected GDP over that period. The Government's estimate is 1-2% of GDP.

The Climate Change Committee also forecasts that, given current high gas rates, efforts to cut UK carbon emissions could have a net saving of 0.5% of GDP by 2035. Beyond 2035, savings could be even higher if major climate stressors are avoided.

References:

<https://agupubs.onlinelibrary.wiley.com/doi/epdf/10.1029/2018EF000922>

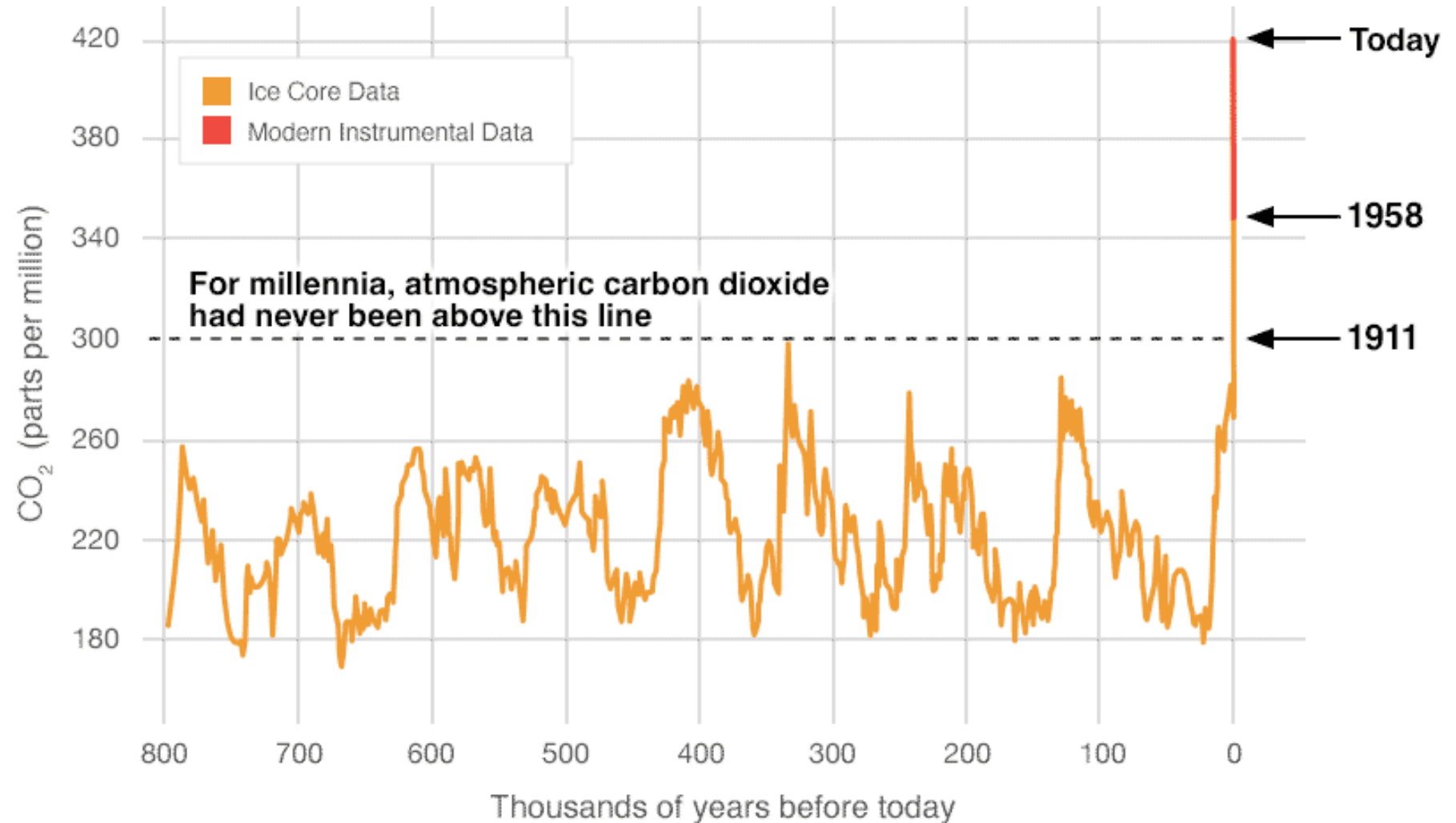
https://www.wwf.org.uk/sites/default/files/2020-02/GlobalFutures_SummaryReport.pdf

<https://www.instituteforgovernment.org.uk/explainers/net-zero-target>

0.5% GDP saving figure - Climate Change Committee, Progress in reducing emissions 2022 Report to Parliament - <https://www.theccc.org.uk/wp-content/uploads/2022/06/Progress-in-reducing-emissions-2022-Report-to-Parliament.pdf>

Break – 10 minutes

Level of CO₂ over the past 800,000 years



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Climate emergency declarations

- Approximately 83% (325/393) of local authorities have declared a climate emergency
- Most local authorities aim for their local authority area to become Net Zero Carbon

Has your local authority declared a climate emergency?

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Map of UK Climate Emergency Declarations

Regional policy

- Carbon neutral Greater Manchester by 2038.
- 15% year-on-year reductions in CO₂ from 2018.
- Mobilise all residents, businesses and other stakeholders to take action on climate change.
- Focusing on climate change, air quality, sustainable consumption & production, green space, resilience & adaptation.



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Activity: Climate emergency and decision-making

Discuss:

- What criteria should we use to assess whether a proposal is 'low carbon' or not?
- What are the right questions to ask when people put proposals forward?
- Who could offer advice / a second opinion?
- What additional decision-making criteria could be used in our local authority?
- How can we further influence and collaborate with suppliers and other councils?

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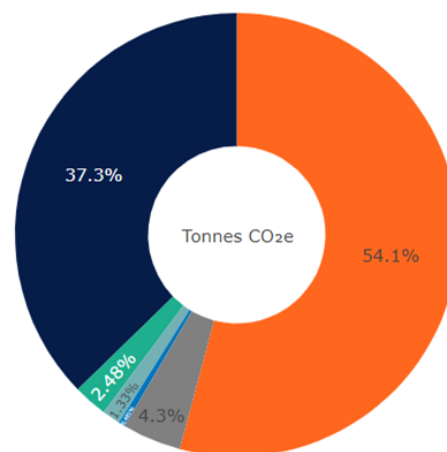
SCATTER Tool

Filters:

Local authority	Sector choice	Scope choice	Unit choice	Chart type	
Greater Manches ▼	Sectors ▼	Total ▼	tCO ₂ e ▼	Pie Chart ▼	Submit

Sector inventory summary for Greater Manchester with Total

- Stationary energy
- Transportation
- Waste
- Industrial Processes and Product Use
- Agriculture, Forestry and Other Land Use
- Generation of grid-supplied energy



[SCATTER Tool](#)

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Taking action: why is your action pledge important?

- Everyone plays a part in the transition to a low carbon society.
- By pledging two actions today, you are one step closer to reducing your carbon footprint to a more sustainable size.
- This is also essential to receive your Carbon Literacy certificate!

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