

MEMORANDUM

February 22, 2007

[Re: Durham Inventory Local Action Plan, Draft 8]

Members of the Advisory Committee and Technical Team:

Please find attached the current draft of Durham's GHG and CAP Inventory and Local Action Plan. This document is an amendment to the drafts you have seen in our previous meetings. As it is lengthy and much of the document remains unchanged, we would like to highlight major points for you to consider while reviewing the draft before our next meetings. There have been several slight changes to the draft but the major ones for you to review include:

- 1) The addition of school data as a sixth sector within the corporate inventory (page 34).
- 2) The quantification and addition of several historic and planned emission reduction measures (page 48). These measures have had a slight effect on the planned emission reduction forecast scenarios (community: page 42, corporate: page 45).
- 3) The addition of Chapter 6: *The Local Action Plan* (page 53). You should focus on this chapter while reviewing the document. This chapter reviews emission reduction efforts in Durham, highlights ways in which further emission reductions can be achieved, provides case studies and recommends future actions for each sector. This chapter also demonstrates what levels of emission reductions are achievable through different levels of commitment (low, medium and high) in each sector, and cumulatively. This chapter also discusses implementation issues such as: financing, departmental responsibilities, and monitoring.

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We would like to stress the need to focus on the Local Action Plan section of the report in our meetings next week. As you know, these meetings are relatively short and therefore, need to stay focused on the LAP, as we have already had ample time to discuss the Inventory and Forecast sections. We would also like to use our meeting time as productively as possible and hope to focus on discussing the LAP rather than presenting it in detail. That said; please reflect on the following discussion points while reviewing the document:

- 1) Do you think that any of the recommendations highlighted in the LAP are unnecessary or unfeasible? Are there any important actions for the City and County to take that are missing from the LAP? Would you like to see a particular action stressed more or less in the LAP?
- 2) Are there any resources that haven't been included in the current draft but would be useful for the implementation of the plan?
- 3) Which target scenarios do you think Durham should aim for in their corporate operations and in the wider community?
- 4) What do you think of the format of the report as a whole? Does it make sense to you logically as you read through it? Would you recommend any changes to the format or contents of the document to make it more accessible?

Thank you in advance for taking the time to read over the draft and consider these points. We look forward to having productive meetings with you next week.

Sincerely,

Megan Jamieson and Sarah Kromkamp