

Objective

Record the amount of water your property consumes at least once per month so that you can track your performance against your water reduction efforts and compare it to previous years.



1: Identify all of your water sources and how you measure each one

Your water sources could include:

Mains water from an external supplier | Well or borehole water | Recycled grey water | Recycled storm water/rain water | Water from a desalination plant

Most properties have meters installed to measure all of their water sources or this information might be available on your supplier's water bills. The measurement units are likely to be:

Litres (l) | Cubic metres (m³) | Imperial gallons (gal) | US gallons (gal) | Cubic feet (ft³)



2: Convert any non-metric measurements to metric units

Use reliable conversion rates or a reliable online calculator to convert gallons to litres or cubic feet to cubic metres.



3: Create a document to record your water consumption

You will need to add up your total water consumption for each water source before adding it to your report. You will use this number to calculate your average consumption per guest night. Travelife has provided a template you can use in the Member Zone.



4: Update your document at least once a month

Each month you need to record your total water use from each water source in **either** litres or cubic metres (m³). It is important that you only use one of these measurement units.



5: Calculate your average water consumption per guest night

You can calculate this by dividing the total water used by the total actual guest nights (the actual number of guests that stayed, not the total possible guest occupancy). For example, if you consumed 3,000 m³ in August and your total August guest nights was 300 the calculation would be:

$$3,000\text{m}^3 \div 300 \text{ guest nights} = 10\text{m}^3 \text{ average water consumption per guest night}$$

The Travelife template has formulas that calculate this for you and can be found in the Member Zone. Please be careful if you insert columns or rows into the spreadsheet as this could affect the formulas.



6: Include this information in your annual report

Use your water consumption records to assess your performance against your target and goals, and to establish if the steps you are taking to reduce water use are working. You should also use this information to think of ways to make further improvements, and to help you set new water consumption goals and targets.

More Information & Resources

Travelife Water Consumption Report template