

Adopted by Cabinet: 6 November 2007

## **ENERGY POLICY**

Head of Health

### **1. INTRODUCTION**

- 1.1 An Energy Policy and Action Plan was adopted by the Council on 6 March 2007. One of the actions identified as a priority within the plan was to commission an independent energy audit by the Carbon Trust to enable the Council to establish a baseline and targets for reducing its energy consumption. The energy audit was carried out in June 2007 and the results of the audit were considered by the Green Issues Task Group on 11 September 2007.
- 1.2 The audit included an assessment of energy management practices in four major categories:
- Management Commitment
  - Energy Information Systems
  - Staff Involvement
  - Procurement and Investment
- 2.3 The audit report identified as a priority for action a number of improvements in the Council's energy management arrangements and this report seeks to address those issues within the revisions to the Energy Policy.

### **3. ENERGY AUDIT – ENERGY MANAGEMENT IMPROVEMENTS**

- 3.1 The audit report identifies potential savings of 2.5% of energy consumption from improvements in management arrangements. This represents a saving of approximately 208,000 kWh/year across all of the Council's activities including those delivered by our strategic delivery partners DC Leisure and SCS Ltd. If this level of reduction were realised the Council and its partners would achieve a financial saving of £9,484 and an environmental saving of 16 tonnes of carbon per year.
- 3.2 In its overall evaluation of performance on energy management the report concludes: 'Top level commitment and the willingness to provide a good example in the field of energy consumption is evident within the Council management structure'
- 'Practical assistance in developing energy management techniques and the identification of specific areas for improvement is now required to ensure that this programme continues its success.'
- 3.3 The priority actions to improve the Council's energy management arrangements and deliver the savings described in paragraph 3.1 include:
- (a) Enhance Existing Energy Policy
- To include statements of commitment to:
- Reduce energy consumption and CO2 emissions, stating the current position and proposed targets and timeframes.
  - Define specific objectives regarding management, procurement, financial and technical issues.
- (b) Formalise the position of the Energy Manager

The report recognises the need to identify or appoint an Energy Manager to oversee and co-ordinate activities and take responsibility at an operational level.

(c) Form an Energy Committee

The committee should ideally have representatives from the key strategic partners and should meet regularly to identify opportunities to reduce energy consumption and monitor progress. The committee should consider actions identified within this report and others that have been considered or are being actioned.

(d) Conduct Regular Reviews

Once initial energy saving measures are in place the Council should carry out regular reviews. The reviews should cover management and operational issues and include a site tour. Energy usage should also be considered in all new build or refurbishment projects.

#### **4. GREEN ISSUES TASK GROUP**

4.1 At its meeting on 11 September 2007 the Green Issues Task Group considered a presentation on the findings of the energy audit and a report setting out revisions to the Council's Energy Policy and Action Plan. The Task Group resolved to recommend to Cabinet adoption of the Energy Policy and Action Plan subject to the inclusion of an objective capturing the work being done with local communities to reduce their carbon emissions and subject to inclusion in the Action Plan of business case appraisals on the use of solar thermal heating panels at the Council's swimming pool sites and the use of combined heat and power plant at other Council sites.

4.2 The recommendations from the Task Group have been included in the revised draft policy below.

#### **5. REVISED DRAFT ENERGY POLICY AND ACTION PLAN**

##### **5.1 OUR AIM**

Suffolk Coastal District Council acknowledges its role in helping to increase energy efficiency and reduce carbon dioxide emissions within the district. The Council will achieve this aim through the way it manages energy use in its own property and in the delivery of its services. The Council will also work with its partners to promote the sustainable use of energy within the wider community.

##### **OUR COMMITMENT**

The Council has a number of strategic objectives including "To protect, improve and make sustainable use of our environment for the people who live, work and visit the area, leaving a rich and diverse legacy for future generations".

To achieve this objective the Council will work to reduce its use of energy derived from fossil fuels to more sustainable levels. It recognises that this brings with it not only financial benefits but also helps to limit the depletion of these finite natural resources and helps to reduce its impact on local air quality including the emission of carbon dioxide gases, a contributory factor in global warming and climate change.

##### **OUR OBJECTIVES**

To support our strategic objective the Council has identified within its Energy Policy a number of detailed objectives:

- To manage our use of energy in Council premises and in the delivery of Council services with the aim of reducing our carbon dioxide emissions.
- To work with our community to help reduce its carbon dioxide emissions.
- To review the proportion of the energy used by the Council that is supplied from renewable sources.

- To help residents meet their energy needs and reduce fuel poverty in the district through the services we deliver to our community.
- To encourage the development and use of energy supplies that do not adversely impact on the environment or community well-being.
- To consider the sustainable use of energy in the development of all Council strategies.
- To identify and bid for funding to support work on energy conservation and reduction in carbon emissions.
- To encourage the use of renewable energy sources and best practice in energy and water efficiency in new developments through our Planning and Building Control policies.
- To consider best practice in energy efficiency in all of the Council's new build and refurbishment projects.
- To train and involve our staff in the efficient use of energy.
- To purchase new equipment that has a high energy efficiency rating.

## **GLOBAL, NATIONAL AND LOCAL TARGETS**

The Council recognises the contribution that it can make, with the support of local communities, to national and international targets on energy efficiency and the reduction of carbon dioxide emissions.

The Kyoto Agreement has called for a reduction in global greenhouse gas emissions of 12.5% by 2010 using 1990 emission levels as a baseline.

The UK Government has set a target to reduce carbon dioxide emissions by 20% by 2010 and to ensure that 10% of the nation's electricity requirements are from renewable sources by 2010.

The Energy White Paper: Our Energy Future – Creating a Low Carbon Economy sets more ambitious targets:

- Cutting UK carbon dioxide emissions by some 60% by about 2050 with real progress by 2020
- Maintaining reliable energy supplies
- Ensuring that every home is adequately and affordably heated.

The Council is committed to setting achievable and realistic targets for the reduction in its own energy consumption. These targets will be set and monitored through the Council's Balanced Scorecard and we will review these targets in the light of our achievements and new technological developments.

Energy consumption figures for 2006 will be used as a baseline for setting targets for improving performance. In 2008/09 the Council will aim to reduce its energy consumption at its Melton Hill site by 11%, reducing emissions of CO<sub>2</sub> by 154 tonnes (a carbon saving of 42 tonnes) and will encourage its partners to set targets based on an independent audit of energy consumption (DC Leisure 4.5% and SCS Ltd 2% reduction per member of staff operating out of Ufford Depot in 2008/09.)

## **ROLES AND RESPONSIBILITIES**

The Council will appoint an Energy Manager and an Energy Committee with representatives from the Council's service delivery partners. Performance will be monitored to ensure progress towards jointly agreed targets.

Roles and responsibilities are set out in the table below.

Task	Person or Group Responsible						
	Cabinet	Green Issues Task Group	CMT	Green Team	Energy Manger	Energy Group	All staff
Measure consumption						◆	
Record and track performance and report on consumption	◆	◆ Summary			◆		
Set targets for energy usage			◆				
Identify projects for improvement		◆		◆	◆	◆	◆
Select projects for improvement	◆		◆				
Allocate budget and resources	◆		◆				
Identify new opportunities/technologies		◆	◆	◆	◆	◆	
Provide training and communicate importance				◆	◆	◆	
Practice good energy management	◆	◆	◆	◆	◆	◆	◆
Review Energy Policy	◆	◆	◆	◆	◆	◆	

## ACTION PLAN

The following table describes the actions to be implemented by SCDC and its delivery partners to address the issues identified from the energy audit.

Key actions	Who responsible	Start date	End date
Revise energy management policy to include SMART targets	SCDC	1 September 2007	30 November 2007
Agree a system for the ongoing monitoring and reporting of the energy performance of the Council	SCDC/NPS/DCL/SCS	1 September 2007	30 November 2007
Recruit and train energy champions at each site.	SCDC Training to be provided by the Carbon Trust	1 September 2007	30 November 2007
Energy Champions to meet regularly to identify all work currently and previously undertaken and to monitor progress towards targets	Energy Champions	1 October 2007	On going
Devise and carry out staff awareness survey	SCDC	1 September 2007	31 October 2007

Devise and carry out staff awareness programme	SCDC	1 October 2007	29 February 2008
Investigate and reduce where possible night time electricity consumption using energy meters to demonstrate where energy efficiency could be achieved	NPS / DCL / SCS	1 September 2007	30 November 2007
Investigate feasibility of increasing relative humidity in pool hall at Felixstowe.	DCL	1 September 2007	31 October 2007
Investigate the energy saving settings on all IT equipment to see if it can be switched OFF.	IT Section	1 September 2007	31 October 2007
Install lighting controllers where appropriate	NPS /DCL	Ongoing	Ongoing
Further investigate and consult on closure of Melton Hill on Saturday	SCDC	1 September 2007	31 October 2007
Establish a carbon footprint for the Council's activities	SCDC	1 September 2007	30 November 2007
Develop Supplementary Planning Documents and a tool-kit for developers on the use of renewable energy	SCDC	1 September 2007	31 December 2007
Review current use of energy from renewable sources	NPS	1 September 2007	30 October 2007
Investigate the feasibility of installing CHP at Leiston Leisure Centre and Deben Pool	Carbon Trust, DCL and NPS	1 October 2007	31 December 2007
Investigate the feasibility of installing solar water heating at FLC, LLC and Deben Pool	DCL and NPS	1 October 2007	31 March 2008
Prepare business case for installation of biomass boiler at Ufford Depot and investigate grant funding from Dti's Low Carbon Buildings Programme	NPS / SCS / SCDC Support available from the Carbon Trust	1 September 2007	30 November 2007
Investigate feasibility of pool covers for FLC, LLC and Deben Pool	DCL	1 October 2007	31 December 2007
Review of the Council's vehicles/fleet and introduction of Green Travel Plan	SCDC	1 January 2008	30 June 2008

## 6. RECOMMENDATIONS

- 6.1 Cabinet is asked to consider and approve the revised Energy Policy and Action Plan set out in this report.