

Cherwell Energy Policy

Draft version – to be designed

1.0 Declaration of Commitment

Cherwell District Council recognises that its internal and external operations, infrastructural development and influence on the wider community impact upon the environment.

The Council acknowledges that it is a major user of natural resources and as such, has a responsibility for protection of not only the environment but to safeguard the environment for future generations as well. With imminent impacts of a changing climate and highlighted climate vulnerabilities within Cherwell, it is a Council priority to reduce contributing impacts that affect the environment.

The efficient use of energy is a critical issue for the Council and is committed to responsibly managing the use of energy and utilities in all operations.

The Council has a vision to become carbon neutral for all its own operations and to be prudent with its finances. Therefore, inefficiency is not acceptable and the Council aims to improve energy efficiency and reduce energy consumption where possible.

Through Cherwell's continual drive to advance services and be more efficient where possible, the Council believes that the adoption of this policy demonstrates its commitment to the principles of active energy management. The adoption of this policy further reinforces the Low Carbon Management Programme endorsed in 2011/12. The aim of the Carbon Management Programme to reduce CO2 emissions by 22% across all its operations.

The Council will aim to improve its energy and water efficiency and reduce its energy and water consumption across all sites and operations. The Council staff will encourage good practise behaviour amongst staff whilst at work. This will allow the council to be an example in a low carbon future. The Council aims to use its role as a Community Leader to positively encourage emission reductions in the wider community.

[Signatures]

Chief Executive & Councillors & Green Champions

2.0 Scope

The policy applies to all Council owned buildings and offices leased by for or on behalf of Council in which the Council is responsible for payment of utility bills and to motor vehicles, plant and equipment owned by or leased by Council. The areas that will be targeted include:

- Buildings – involving all council offices, depots, civic buildings, leisure centres and the main council head quarters
- Transport – including the council's fleet vehicles and business mileage

3.0 Policy Statement

Cherwell District Council is, in accordance with Government targets, committed to the reduction of greenhouse gas emissions and energy consumption, and to maximising efficiencies so far as is reasonably practicable without adversely affecting the working conditions of staff or imposing on the activities of the public or visitors using the Council's facilities.

3.1 General Principles

Cherwell District Council will achieve these goals by following a framework that outlines the core principles on which effective, sustainable energy policies are based. An energy hierarchy designed to ensure efficient energy use. This hierarchy should be applied in all CDC operations in house and/or external where appropriate.

Priority 1: Energy Conservation

Changing wasteful behaviour in all the Councils internal and external operations to minimise the actual demand on natural resources.

Priority 2: Energy Efficiency

Continually reviewing and updating technology used in our services where practically feasible to ensure efficient use of energy consumption, reducing demand and eliminating waste.

Priority 3

Exploitation of sustainable or alternative resources where possible.

Priority 4

Where non-sustainable resources need to be used, the investment and exploitation of low-carbon technologies if possible.

Priority 5

Use of conventional energy resources.

Objectives

The Council's overall objectives regarding energy consumption and use are detailed below. This will contribute the reduction in energy consumption at the Council and fall in line with the energy hierarchy fundamental principles.

- Reduce Council carbon dioxide (CO₂) emissions by at least 22% by 2014/15 (against the 2009/10 baseline of 5568 tCO₂).
- Embed carbon management and climate change best practice into corporate policy and management practice (including budgetary process) across the Council.
- Make use of renewable energy technologies where possible.
- Determine and implement an accurate and robust CO₂ emissions accounting system that can be used year on year to assess progress.
- Ensure that energy consumption is monitored routinely across all Council sites so as to highlight opportunities for improvement
- Secure resource deployment (financial and people) to achieve effective carbon reduction throughout the Council.
- Raise awareness of climate change amongst staff, elected members and our public/partners and help to involve them in carbon management actions.
- Review the potential for energy saving opportunities including renewable energy technologies

5.0 Immediate Aims

Through existing working groups the Council has identified and implemented a number of work-streams directly linked the success of the objectives. This will continue and be executed over 2011/12 fiscal year.

- To review existing energy management arrangements, implement sub and Smart Metering arrangements and work towards the use of building energy management systems.
- To develop the utility database for monitoring energy consumption costs to ensure that energy information is delivered to each department/site for further awareness and accountability.
- To promote increased awareness in the Council and wider community of energy issues through existing networks.
- To carry out regular energy audits to identify areas for improvement and low cost investment.
- To identify and develop appropriate performance indicators for each individual building and where appropriate, departments.

6. Responsibilities

Departmental Heads and Facility Manager will have responsibility for controlling the operational consumption of energy and water within their areas, in so far as reasonably practicable.

Members of **Use of Natural Resources** will have responsibility of continual monitoring and targeting of specific energy reduction workstreams.

Green Champions will have a responsibility to actively champion initiatives where possible.

The **Energy Officer** will have responsibility for the co-ordination of energy management measures and for devising and recommending plans to support the policy's implementation.

7 Energy Officer Responsibilities

The responsibilities of the Energy Officer will be as follows:

- (i) Monitor progress in achieving the objectives of the Carbon Management implementation plan;
- (ii) Monitor and target energy and water consumption and develop strategies for the reduction of energy and water use;
- (iii) Review Council's energy performance;
- (iv) Evaluate the benefits of energy management;
- (v) Develop and champion the concept of a low carbon future
- (vi) Liaise with external consultants to identify and implement energy efficiency projects and on energy efficiency measures for new build and refurbishment;
- (vii) Develop strategies for the implementation of renewable energy sources within Council's building stock;
- (viii) Assist with developing strategies for the use of green technologies within Council's fleet;
- (ix) Advise on the selection of energy efficient equipment;
- (x) Advise on the choice of fuel type and tariff selection;
- (xi) Liaise with those responsible regarding the tendering of utilities;
- (xii) Promote energy efficiency throughout the Council, raising staff and end-user awareness;
- (xiii) Maintain records and produce regular reports on consumption and related expenditure.

8.0 Legal and Policy Framework

8.1 Linkage to Corporate Plan

The Corporate Plan and Improvement Strategy 2007-2012 highlights the Strategic Priority 3 of “A cleaner, greener Cherwell”. A robust and practical policy is imperative to achieving this objective.

8.2 Legal Context

This policy directly relates to a number of other pieces of relevant legislation, including:

- The Energy White Paper (2005)
- The Energy White Paper (2007)
- Draft Climate Change Bill (2007)
- The Energy End Use and End Services Directive (COM2006/32EC)
- The Energy Performance of Buildings (2002/91/EC)
- The Freedom of Information Act 2000.

9.0 Impact Assessment

9.1 Impact on Staff and Financial Resources

This policy will initially be rolled out to all staff that has responsibility for operating and maintaining buildings and/or fleet. If training is necessary, the training will be carried out utilising the use of existing resources. External resources can be utilised through The Energy Saving Trust and the Carbon Trust and United Sustainable Energy Association.

9.2 Sustainable Development

In so far as this policy promotes energy conservation, there is a positive contribution towards the Sustainable Development in all areas.

10.0 Implementation

The Energy Officer will facilitate the implementation of the Carbon Management Plan to support the energy policy's goals.

10.1 Support and Advice

10.1.1 Training

The Energy Officer will arrange training in conjunction with the Training Officer where required.

10.1.2 Advice

Further information on this policy can be obtained from the Energy Officer.

10.2 Communication Strategy

The Energy Policy will make use of existing communication channels and Project Groups. Copies of the policy, once approved will be made available on the Council's intranet site.

11.0 Monitoring, Review and Evaluation

This policy will be subject to review no later than 1 year after approval.