



ENERGY POLICY

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Approved By:	Sustainability PIG
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1. Policy Statement

As part of our environmental strategy, NHS Greater Glasgow and Clyde (NHSGG&C) is committed to responsible energy management and will practice energy efficiency throughout all our premises, plant and equipment, wherever it is cost effective to do so.

Within our commitment to serving the local community in providing effective and efficient healthcare services, NHSGG&C will provide and maintain an appropriate comfortable internal environment, in line with NHS guidelines, that minimises energy consumption commensurate with our aim of helping to reduce our environmental impact, and achieving Government environmental targets for the NHS.

By avoiding wasting energy we will also avoid unnecessary expenditure, help to prolong the useful life of fossil fuels and protect the wider environment by the amount of “greenhouse” and other potentially harmful gases released into the atmosphere.

NHSGG&C is committed to achieving best practice benchmark standards in energy efficiency for healthcare establishments while meeting UK and EU legislations in relation to energy and the environment.

NHSGG&C will endeavour to provide such information, training and control measures as is necessary for these purposes.

To this end, NHSGG&C will provide senior level commitment, and effective management structure and appropriate resources to achieve these standards which will contribute to continuous environmental improvement and long term sustainability.

This policy will be brought to the attention of all employees. It will undergo review in June of each year. Any revision in the stated Policy will be brought to the attention of all employees.

This policy will be adhered to by all staff, agency staff, locums, volunteers, staff in training and contractors on site. For the latter, it will be the responsibility of the relevant Service Manager to ensure that contractors are given this policy and to ensure that they co-operate with NHSGG&C in addressing energy and environmental issues.

2 Strategic Objectives

In order to meet the many business objectives the Board it is essential that Energy management is in line with corporate planning assumptions. In order for this to be achieved the following factors need to be considered in terms of Strategic Objectives;

People Solutions

- To establish and sustain a culture of energy awareness and promote energy efficiency practices to all end users.
- To provide ongoing energy efficiency training to all staff/contractors whose job function is relatively energy intensive or whose position allows them to influence others.
- To equip Estates Officers and Technical staff enabling them to be proactive in implementing energy efficiency during maintenance, routine operating procedures and by good housekeeping.

This is the most powerful area of “making a difference” . Where there is a culture of energy awareness then all planning assumptions naturally take energy into consideration.

External Recognition

- To become a low carbon institution and showcase sustainable energy practices which can be replicated in the NHS and beyond.
- To achieve accreditation under the Energy Efficiency Accreditation Scheme.
- To use Greencode as a step to ultimately achieve ISO 14001 accreditation.
- To achieve accreditation under the Sustainable Development Commissions Good Corporate Citizenship Assessment Model (GCCAM) for NHS Scotland.

This is the ultimate objective of NHSGG&C – to be recognised by external Agencies and the public as an Energy Efficient organisation.

Energy Procurement

- To purchase energy in line with Procurement Scotland Public Sector contract arrangements and where practical generate electricity at competitive rates.
- To purchase and generate renewable forms of energy where practical and economic and consider whole life costs.

Management Information

- To publish clear improvement targets annually and report on previous year performance.
- To develop the existing energy monitoring system, where feasible, so that each building and/or Department becomes responsible for its own energy performance.

Efficient by Design

- The following standards will apply to all new buildings, plant, refurbishment and equipment procurement:
 - NHS Encode 2006
 - NHS Greencode/ISO 14001
 - NHSGG&C internal specification for lighting, heating, cooling and controls
 - BREEAM ‘Excellent’ standard
 - Whole life-cycle costings
 - Meet standards required by EU Directive on Energy Performance of Buildings

Compliance

- To comply with all Scottish, UK and EU environmental legislation.
- To achieve targets set by EU Directive on CO² emissions under the EU-Emission Trading Scheme.
- To achieve targets set by UK Governments, “Carbon Reduction Commitment Energy Efficiency Scheme” (CRCEES).
- Meet requirements of the building Standards on Energy Performance of public building.
- Meet with targets set by NHS Scotland’s LDP HEAT Trajectories.

3. Operating Principles

a. Responsibility of Organisation

Director of Facilities

The energy management performance of the estate is the responsibility of the Director of Facilities.

Delegated authority and responsibility has been given to the Facilities General Managers for the delivery of the energy management arrangements within each geographical sector.

Energy Manager

An Estates Sector Maintenance Manager has professional responsibility for Energy Management within the Board. They are responsible for

- Liaising with the Purchasing Manager on energy procurement issues
- Developing energy saving capital projects
- Providing energy advice on design aspects of all new builds and refurbishments so that from conceptual design onwards energy efficiency is considered at each design stage
- Developing the monitoring and targeting system
- Initiating energy awareness campaigns
- Maintaining records and producing regular reports
- Supporting a network of Local Energy Representatives.

The Energy Team

An Energy Team has been established within the Board with responsibility to develop and update the energy policy and strategy, to monitor implementation and progress towards achieving annual targets. The review will take place each year in June.

Estates Maintenance Manager

Day to day maintenance of energy using plant and equipment is the responsibility of the Maintenance Manager.

Local Energy Representatives

Under the Boards Environmental awareness campaign a network of Local Energy Representatives will be established with responsibility for local energy saving initiatives at Departmental and area level, training will be provided by the Boards appointed Environmental training specialists “Nifes consulting Group”

All Employees

The efficient use of energy is the responsibility of all staff within the organisation.

b. **Energy Procurement**

Procurement will ensure that equipment purchasing will take account of energy usage and energy rating of equipment, ensuring purchases of highest energy efficiency rated equipment meeting operational requirements.

In order to ensure that the organisation adopts the most efficient and cost effective sources of energy supply, the feasibility of Combined Heat and Power (CHP)/Biomass etc will be regularly reviewed for feasibility at new build and in major refurbishment projects, by the appointed design team.

The Energy Team will actively consider the use of renewable energy resources and low/zero carbon technologies at the design stage of all new builds and refurbishments.

c. **Investment**

NHSGG&C will consider reinvesting savings from energy efficiency initiatives in new energy efficient measures, where it is deemed appropriate both environmentally and financially.

New buildings and in major refurbishment projects will have best practice energy efficiency measures included within design & specification documentation & capital budget plan.

For projects with capital costs of less than £10K, a simple payback criteria of 3 years will be applied. For projects greater than £10K, discounting methods will be used to appraise and compare projects. A nominal discount of 3.5% will be applied and projects with the highest Net Present Values (NPV) will be considered for funding with priority given to projects with the highest NPV/Capital Cost ratios.

Grants and loans for energy efficiency purchases will be sought where possible.

d. **Energy Efficiency by Design**

NHSGG&C will apply green design principles, as detailed in Health Technical Memorandum 07-02 Enco²de, “making energy work in health care”, to all new build and refurbishment projects. Enco²de will be used by all Estates staff, external consultants, architects, designers and contractors. The Enco²de will be integrated into standard contract conditions and will be adopted on all contracts.

An important aspect of the application of Enco²de will be the integration of any new Building Energy Management components or controls into the existing systems.

Life cycle costing, environmental, health/safety, maintenance and other benefits will be systematically reviewed for energy efficiency at the pre-design stage of all new projects by the Energy Manager.

e. **Maintenance/Plant Control**

The existing monitoring system will be systematically developed into an effective, user friendly monitoring and targeting system which will provide a relevant monitoring service, highlight energy waste as it occurs and provide realistic performance indices for every building.

A rolling programme of installation of automatic meter and monitoring system will be implemented.

Plant and equipment will have appropriate controls to minimise energy use and be integrated into the Building Energy Management System.

f. **Awareness/Training**

Energy awareness campaigns will be run on a regular basis to encourage energy saving amongst all staff, patients, visitors and contractors.

The Capital Planning team will receive appropriate energy awareness training to ensure that energy efficiency is a priority in the capital procurement process.

Local Energy Representatives will be recruited to represent a geographical area of each part of the estate. They will receive a minimum of a half day training session per annum.

Regular training courses will be run for Estates Officers, Technical staff so that energy efficiency is a key priority in maintenance, operation, identifying low cost measures and implementing good housekeeping measures.

Regular training courses will be provided for key staff and contractors who have a significant contribution to make on controlling consumption (e.g. laundry, catering, TSSU staff etc).

g. **Links**

The Energy Team will build good communications with the Board's Directors. Good links will be maintained with the Scottish Executive, the Carbon trust and the Scottish Environment Protection Agency (SEPA).

h. **Reporting**

The Energy Manager will issue a report each quarter to Director of Facilities and Facilities General Managers/Estates Maintenance Managers detailing energy performance relative to agreed targets.

The Energy manager will prepare a quarterly energy report for the Sustainability PIG detailing performance relative to target, progress on objectives, updates on investment projects, energy campaigns and other relevant initiatives.

The Sustainability PIG will also receive an annual energy report and objectives relating to the Energy Policy for the coming year.

i. **Policy Review**

This Policy will be reviewed annually. Changes to the Policy will be communicated to all staff.