

**ENVIRONMENT SCRUTINY PANEL
ENERGY REDUCTION – ACTION PLAN**

22 June 2010

SCRUTINY RECOMMENDATION	PROPOSED ACTION	BY WHOM	BUDGET COST	TIMESCALE
<p>That the Council's approach to energy reduction and climate change is endorsed by the scrutiny panel.</p>				
<p>That further action is taken to publicise the importance of energy saving by all Council employees and to encourage the changes in behaviour and culture that are required. As well as environmental benefits, financial benefits should be stressed - for example by highlighting the financial cost of hundreds of PCs being left switched on in terms of how many jobs this could equate to; or, similarly, by highlighting the authority's huge energy costs.</p>	<p>The Council develops a Communication Strategy to promote the impact of the Carbon Reduction Commitment (CRC) and what measures can be taken that will result in energy efficiencies and resultant cost savings (related back to jobs) as well as the environmental impact.</p> <p>The Council has already instigated a process to shut off PC's after a designated time as well as notices to reduce the need for artificial lighting in central build dings.</p>	<p>Martin Shepherd Debbie Robinson</p>	<p>TBA</p>	<p>To have the Communication Strategy in Place and implemented by September 2010.</p>
<p>That work is undertaken to collate energy use figures on an individual Council building and departmental/service area basis. This can then be used to support action at Recommendation 2. above by encouraging individual departments to consider how energy costs can be reduced, such as by including energy reduction measures in</p>	<p>Energy usage is collected at both a service level and property level to provide a benchmark to encourage services to deliver energy efficiency measures.</p> <p>Collate information regarding the receipts of monthly meter reads from site managers with a view to each</p>	<p>Martin Shepherd Mike Knox</p>	<p>N/A</p>	<p>To complete the collection of this data by June 2010.</p> <p>To be completed August 2010.</p>

<p>departmental service plans. Steps should also be taken to ensure that meter readings and energy bills are validated for all Council buildings. This issue could be further supported by introducing an 'energy champion' in each service area, with responsibility for ensuring that, for example, lights and computers are switched off when not required.</p>	<p>service area ensuring that meter reads are provided each month. In addition the energy usage per FTE will be considered to inform the Councils Accommodation and Rationalisation Strategy. Each service area will develop an approach to undertake an "Energy Champion" role.</p>			<p>Undertake pilot site/scheme December 2010 December 2010.</p>
<p>That an update on the issue of energy reduction is submitted to the Environment Scrutiny Panel at the beginning of the 2011/12 financial year, including an assessment of the impact of energy reduction measures to date.</p>	<p>A report is produced which sets out the position with regard to the Councils energy use and the progress to date as well as the impact of the energy efficiency schemes. A number of trailed/tested pilot schemes will also be undertaken and the outcomes reported back.</p>	<p>Martin Shepherd Mike Knox</p>	<p>N/A</p>	<p>To be submitted by April 2011.</p>