

CORPORATE ENERGY STRATEGY– ACTION PLAN				
ISSUE	DATE	PRIORITY (LOW, MEDIUM, HIGH)	RESPONSIBILITY	COMMENT
THE MANAGEMENT FRAMEWORK				
Development of an energy strategy	31/10/05	H	Head of Property Services	Complete
Allocation of specific energy management functions:				
That the Cabinet Member with responsibility for Property is identified as having specific responsibility for energy and water management within the Council's property portfolio.	31/10/05	H	Cabinet	Complete
That the Asset Management Working Group be responsible for monitoring the Council's energy and water management	31/10/05	H	HPropS	Complete
That the Head of Property Services is specifically identified as the senior officer in the Council for energy and water management issues.	31/10/05	H	HPropS	Complete
That the Premises Manager within Property Services be allocated the role of energy and water management	31/10/05	H	HPropS	Complete

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THE MANAGEMENT FRAMEWORK				
<p>Allocation of site specific energy management functions: In accordance with the Corporate Property Strategy, staff identified as nominated property officers/health and safety co-ordinators in each of the Council's Services should be responsible for obtaining specific energy and water management statistics and for the dissemination of energy and water management to staff in each Service</p>	31/3/06	H	HPropS	Complete in so far as statistical information is being received. Further work is needed on passing work out to the Services.
<p>Acquisition of technical expertise to advise the Council on energy management issues and schemes. That a report is prepared for the Council to consider the appointment of consultants or opportunities for joint working with adjoining authorities.</p>	31/3/06	M	HPropS	This work is outstanding.

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THE MANAGEMENT FRAMEWORK				
To obtain specific energy consumption statistics per floor area of individual buildings	31/3/06	H	Premises Manager	Complete
Obtain benchmarking figures which reflect the Council's differing building types to compare performance.	31/3/06	M	Premises Manager	Ongoing
Obtain benchmarking details from local authorities with similar portfolios based on the following units of measurement: CO2 emissions tonnes per m2 GIA Energy consumption kilowatt-hours per m2 GIA Energy spend £ per m2 GIA Water consumption m3 per m2 GIA	31/3/06	M	Premises Manager	Complete

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THE MANAGEMENT FRAMEWORK				
<p>Introduce staff training sessions regarding energy awareness with a view to maximising potential energy consumption savings</p> <p>Identify funding sources via the Carbon Trust for staff training.</p> <p>Staff identified as nominated property officers/health and safety co-ordinators in each of the Council's Services be selected for energy training along with all building management personnel within Property Services</p>	<p>31/12/05</p> <p>31/12/05</p>	<p>H</p> <p>H</p>	<p>Premises Manager</p> <p>Premises Manager</p>	<p>Carbon Trust information packs received but training only on a self help basis. Alternative providers to be identified.</p>
<p>Consider the effect of energy issues in all property schemes.</p> <p>In all schemes that are property based, introduce energy efficiency impact assessments as part of the option appraisal process.</p> <p>In addition, all schemes should seek compliance with latest Building Regulations whilst seeking to achieve certification to e.g. BREEAM standards</p>	<p>31/12/05</p>	<p>M</p>	<p>HPropS</p>	<p>Complete in so far as possible. No major new schemes have been undertaken to which this would apply, but the Access to Services scheme will have to reflect this. New Building Regulations deem such work as mandatory.</p>

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THE MANAGEMENT FRAMEWORK				
<p>Ensure that innovations in energy and water conservation are identified.</p> <p>That the LSP Energy Forum investigate the potential for innovative energy and water conservation initiatives to determine their potential for use in the Council's buildings</p>	Ongoing	M	LSP	Ongoing
<p>Ensure consistent approach to energy procurement.</p> <p>Continue with the procurement of energy via the Yorkshire Purchasing Organisation and to report on progress to the AMWG</p> <p>Seek to maximise the proportion of green electricity procured</p>	<p>31/12/05</p> <p>Ongoing</p>	<p>M</p> <p>M</p>	<p>Premises Manager</p> <p>Premises Manager</p>	<p>Complete</p> <p>Ongoing as part of the supply process.</p>

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GENERAL BUILDING IMPROVEMENTS				
<p>Implement measures to provide control of heating, ventilation and air conditioning systems within the portfolio.</p> <p>Investigate the potential to install a Building Energy Management system within the Council's buildings acknowledging that the outcome of the Access to Services Review will be required prior to considering the overall extent of the system.</p>	31/3/06	M	Premises Manager	Delays in the Access to services Review have resulted in no progress.
<p>Consider methods for introducing local control of radiator temperatures to achieve improved comfort and reduced energy consumption and cost</p> <p>Introduce thermostatic radiator valves throughout the Council's buildings.</p>	31/12/05	H	Technical Inspector	Delays in the Access to services Review have resulted in no progress.
<p>Consider the specification of fittings for lighting, water consumption etc. in maintenance, refurbishment or new projects</p>				

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GENERAL BUILDING IMPROVEMENTS				
Introduce high energy efficiency lighting into existing buildings where possible.	31/12/05	M	Technical Inspector	Ongoing throughout buildings
For all new buildings, refurbishments or alterations, the use of high energy efficient lighting should be standard, whilst the increased use of natural light should be assessed to reduce the need for the use of lighting	31/3/06	M	Premises Manager	No new schemes to which this would apply have yet been undertaken
Introduce rainwater and greywater recycling on appropriate developments, whilst specifying waterless urinals, aerating taps and shower heads, and other low-flow appliances where possible.				No new schemes to which this would apply have yet been undertaken
Investigate the efficiency of the central heating boilers.				
Prepare a programme to replace old boiler units with more efficient systems reflecting the requirements of the Access to Services Review within the programme.	31/12/06	M	Premises Manager	Condition surveys identify need for replacements in main buildings but delays in Access to services Review have slowed progress

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GENERAL BUILDING IMPROVEMENTS				
Investigate the heat loss through doors and windows				
Survey all buildings to identify opportunities to reduce draughts entering the buildings through entrance doors and windows.	31/10/05	H	Buildings Manager	Outstanding
Prepare a programme to undertake the works involved	31/10/05	H	Buildings Manager	Outstanding
Investigate the use of energy generating technology				
Investigate the potential to utilise wind turbines at White Lund Depot	30/06/06	H	Premises Manager	Some initial work undertaken

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SPECIFIC BUILDING IMPROVEMENTS				
Improve level of insulation within the roof void of Lancaster Town Hall Implement insulation scheme	31/10/05	H	Technical Inspector	Complete
Rationalise the heating system within Lancaster Market Investigate the existing control strategy and optimise to most effective settings Reduce draughts from doors and ventilation grills by relocating warm air curtains, door sensors and considering a control system for use ventilation grills only when smoke detectors are activated	31/10/05 31/10/05	H H	Market Manager Market Manager	Both schemes have been investigated but the costs were prohibitive and therefore not in line with priorities of works in required in the market
Introduce Heating controls for fan convective heaters at White Lund Depot stores area Implement heating control scheme	31/10/05	H	Head of CCS	Outstanding

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SPECIFIC BUILDING IMPROVEMENTS				
<p>Consider ways of reducing energy consumption at Salt Ayre Sports Centre</p> <p>Investigate the introduction of solar panels/photovoltaic cells on the swimming pool roof using potential grant aid from the Clear Skies funding programme</p>	31/3/06	H	Chief Leisure Officer	Initial investigations undertaken but further work on funding required
<p>Consider amendments to the hot water pumped system at St. Leonards House</p> <p>Review the design of the heating system at St Leonards House and assess the implications of altering the pumping patterns</p> <p>Establish the specific energy requirements of the building</p> <p>Determine the introduction of variable speed drives for the induction motors on the pumps supplying the central heating network.</p>	31/3/06	M	Technical Inspector	Outstanding
	31/3/06	M	Technical Inspector	Outstanding
	31/3/06	M	Technical Inspector	Outstanding