

**STRATEGIC ENERGY REVIEW PROGRAMME BOARD**

1. In May 2013, the City Corporation commissioned a consultancy firm (AECOM) to carry out a strategic energy review of the operational estate. The overall aim of the review was to prepare a roadmap for how the City Corporation can reduce its energy use by 40% by 2025 against a 2008/09 baseline. As a result of this study a set of recommendations were put forward, and agreed by the Chief Officer Summit Group in January 2014. By reducing the demand for energy the City is also aiming to reduce its energy costs which at present are on a constant upward trajectory.
2. Below is a summary of the recommendations that have been agreed:
  - Identification of the most appropriate technology to use;
  - Identification of the most appropriate properties for prioritisation;
  - Optimising building and space planning and location utilisation;
  - Optimisation of the Building Management System;
  - Onsite energy generation and distribution (including renewables);
  - Server room utilisation;
  - Financing options and mechanisms for implementing the energy reduction measures;
  - Changes to operational procedures; and
  - Behavioural and corporate culture issues.
3. One of the recommendations was to set up an Energy Efficiency Fund, which would allow for an easy access to finance, enabling the City Corporation to make strategic investments in its operational properties in order to reduce energy consumption and counter the impact of rising energy prices. The Efficiency and Performance Sub Committee received a report on the proposed fund in September 2014. In March 2015, final Member approval was received on setting up a £2.5 million pilot fund (which will be an interest free repayable loan for five years) with funding of £500,000 each year for five years.
4. An officer Strategic Energy Review Programme Board has been established, consisting of:
  - Susan Attard (Deputy Town Clerk) – Programme Sponsor
  - Sue Ireland (Director of Open Spaces)
  - Mansi Sehgal (Corporate Energy Manager, City Surveyor's Department) – Programme Lead
  - Paul Friend (Head of Asset Management, City Surveyor's Department)
  - Hazel Lerigo, (Group Accountant, Chamberlain's Department)
  - Neil Davies, (Head of Corporate Performance and Development, Town Clerk's Department)
  - Natalie Evans, (Responsible Procurement Manager, Chamberlain's Department)

5. The Programme Board will:
  - Assess the viability of the recommendations in the light of the time elapsed since they were put forward;
  - Prioritise the recommendations that are still worth pursuing;
  - Work with the lead officers who have been agreed for each recommendation to develop a roadmap and action plans for individual recommendations;
  - Drive implementation of the action plans, helping to overcome any obstacles that may occur; and
  - Monitor progress and provide assurance to the Strategic Resources Group and the Summit Group.
  
6. The Board has met three times to date, and progress has included:
  - Approving an Opportunity Outline for implementing the AECOM recommendations;
  - Meeting with the lead officers for the individual recommendations;
  - Agreement of the detailed terms and conditions for the Energy Efficiency Fund; and
  - Starting to review the individual action plans.

#### **Next steps**

- The Board will continue to engage with the lead officers and relevant departments to progress and deliver the action plan.
- A clear communications plan will be developed, to inform staff across the City Corporation about the programme and the outcomes.
- Two Insight Lunches are being held for staff as part of the communications plan.
- The Board will meet monthly to review progress against the action plans, and report to the Strategic Resources Group and the Summit Group.
- A fuller update will be provided to the Efficiency and Performance Sub Committee for its meeting in May.