

Energy

Identify Requirement

- Keep a record of your current energy contracts and expiry dates. If you wish to change your current deal you are normally required to inform the supplier three months prior to the expiry date.
- Assess the origin source of the energy you are purchasing – are you purchasing 'green' or 'brown' energy?
- If you are using green energy, consider how much of this is from renewable or nuclear sources.
- Consider ways of reducing your energy consumption - can energy be reduced internally by implementing energy saving devices such as PIR motion detector lighting systems or PC switch-off software.
- Consider whether the installation of energy efficient building control systems will assist in reducing energy consumption and improve efficiency.
- Review your gas and electricity standing charge. Is this suitable for your business? Can it be changed to save energy and cost?

Plan

- Check whether you have a half hourly electricity meter or several non half-hourly meters. If you have non half-hourly meters consider procuring SMART meters which allow the electronic download of consumption, enabling more accurate monitoring.
- Consider the preferred energy source for your business and ensure that it tallies with your sustainability strategy.
- Do you have an energy management policy in place? If not look at creating a policy with your preferred supplier or broker.
- Investigate the potential use of an energy saving consultancy such as the Carbon Trust.

Select

- Select a supplier that is committed to investing in renewable energy.
- Select a supplier that can offer innovative ideas and solutions to reduce your energy usage throughout the contract.
- Does the supplier have monitoring tools such as a website to monitor usage?
- Does the supplier have any environmental management accreditations?
- Does the supplier offer alternative services such as air conditioning and boiler assessments which may assist in the reduction of energy consumption in your building?
- Select a supplier that operates regular workshops and seminars to keep you informed on the latest sustainability developments in the industry.

Manage

- Monitor use of energy consumption on a monthly basis and discover where efficiency improvements can be made.
- Set targets to reduce consumption based on the installation of energy saving devices.
- Set targets for the supplier to produce energy reports and usage innovations with regular expert advice from the supplier.
- Implement programmes to reduce energy consumption and your firm's Co2 emissions.