

LEICESTERSHIRE COUNTY COUNCIL

ENERGY AND WATER MANAGEMENT TEAM

DECEMBER 2006

The delivery of the County Council's Energy and Water Management Strategy will require the commitment of all staff working in the organisation. However, experience elsewhere has shown that in order to obtain the maximum benefit, it is essential to establish a dedicated Unit to champion the Strategy and ensure effective monitoring and implementation.

Set out below are the key activities to be undertaken by the expanded Energy and Water Management Team.

1. The County Council is expanding its Energy and Water Management Team which currently consists of two full time employees. Two new posts will be created within the Team, which will remain in the Resources Department under the aegis of the Head of Property Service. The extended Team will have the responsibility to;
 - a) monitor energy and water usage at all sites, including bill verification;
 - b) work with energy suppliers when renegotiating contracts to promote the installation of smart meters in non school and school buildings to allow remote monitoring of consumption;
 - c) Carry out investigations with staff on sites where consumption appears to be out of the ordinary;
 - d) targeting energy and water reduction figures per site by preparing schemes to reduce consumption, to improve efficiency or to use or generate renewable energy;
 - e) Co-ordinate County Council's purchasing of energy and water;
 - f) financing improvements for sites by maximising use of external grants and by managing an investment fund being established by the County Council;
 - g) prepare an Annual report on progress against the various targets established in this strategy and the overall effectiveness of the Strategy.

2. The Energy and Water Management Team will support officers with delegated responsibility for energy and water use at buildings or sites. The officers themselves will be expected to:
 - a) Monitor energy and water use on a monthly basis and compare with profiled information;
 - b) Investigate variances between profiled and actual consumption;
 - c) Ensure energy and water awareness literature is displayed throughout their buildings and sites in an appropriate manner;
 - d) Ensure that the responsible officer or premises manager undertakes regular rounds of the premises to cover good housekeeping measures; and
 - e) ensure that any centralised controls are set correctly for the functions of the building.

3. The Energy Management Team will, in consultation with the officers responsible for producing the County Green Newsletter, run energy and water awareness campaigns. Such campaigns will embrace the financial, environmental and sustainable agendas.