The Newcastle upon Tyne Hospitals NHS Foundation Trust

Energy Policy

Effective: March 2010 Review: February 2013

1. Introduction

The Newcastle Upon Tyne Hospitals NHS Foundation Trust recognises its responsibility in the use of energy and resulting carbon emissions associated with the burning of fossil fuel. The Trust at all times will ensure a balance between the need to improve services for patients and visitors, and provide a comfortable environment for staff to carry out their duties by actively seeking to control the use of energy within the Trust's estate.

The Trust will work towards implementing sustainability principles in all activities. Improving energy efficiency and reducing carbon dioxide emissions will be essential components in this policy.

Energy efficiency and sustainability play a vital role in the Trust's activities affecting costs, the carbon footprint and in respect of addressing our corporate and social responsibilities.

The Trust estate is a combination of old and newly constructed buildings, and old and new plant for which realistic targets for energy reductions will be set and monitored.

2. Aim and Scope

The Trust estate comprises:

Freeman Road Hospital (FRH)
Newcastle General Hospital (NGH)
Royal Victoria Infirmary (RVI)
Walkergate Hospital (WGH)

The Trust is committed to the aims and targets of the Government's climate change programme, together with Health Technical Memorandum 07-002 EnCO2de – Making Energy Work in Health Care.

The Trust recognises the link between use of energy and impact on the environment, therefore this policy and objectives form part of the Trust's Environmental Policy.

Through commitment to the policy the Trust will aim to:

- Increase energy efficiency
- Reduce energy costs
- Reduce levels of CO2 production
- Minimise the impact charge under the EU Emissions Trading Scheme
- Commit resources to energy management
- Recognise the link between energy efficiency and maintenance

- Maintain combined heat and power (CHP) generation of thermal and electrical energy in a single process on site. Higher efficiencies are achieved than conventional power stations (CHP installed at FRH, RVI).

3. Responsibilities

The Chief Executive holds ultimate management responsibility, including allocation of resources and the appointment of personnel to ensure that the Energy Policy's operation and aims are monitored.

The Chief Executive has delegated specific day-to-day responsibilities to the Director Estates and Facilities and the Energy Manager.

The Deputy Head of Estates and Facilities has responsibility for the implementation of the policy.

The Energy Manager shall chair the Trust's Energy Group. The Energy Group will evaluate and set into place energy initiatives and provide a multi-disciplinary monitoring role.

The Energy Manager has direct responsibility for monitoring and implementing the policy measures within all Trust premises, both owned and leased.

The Energy Manager shall prepare an annual energy performance report for presentation to the Trust Board.

The Energy Manager shall prepare interim energy performance reports for presentation to senior managers.

The Energy Manager will be proactive in recovering rechargeable energy consumption as appropriate from areas leased out by the Trust.

Information relating to the Trust's energy performance will be reported to the Trust on an annual basis.

The Trust Energy Group encompasses a multidisciplinary team of people who will evaluate and set into place energy initiatives. Monitoring of the schemes is a function of the group.

Energy Champions for wards and departments will be instructed/trained on how best to achieve energy reduction scheme initiatives and will play an active role in increasing energy activity.

4. Legislation and Guidance

As part of its environmental strategy, the Trust is committed to responsible energy management and will practice energy efficiency throughout all its premises. The following non-exhaustive list of legislation and guidance is to be used:

- Legislation

  Control of Pollution 1989
  Environmental Protection Act 1990
  Clean Air Act 1993
  Air Quality Regulations 1995

- Guidance

  NHS Encode HTM 07-02
  Sustainable Development in the NHS
  Carbon/Energy Management in Health Care
  Energy Consumption Guide ECG072 (Carbon Trust)
  A Strategic Approach to Energy and Environmental Management
  Sustainable Development Unit Guidance

5. Energy Objectives

The Health Technical Memorandum 07-002 EnCO2de – Making Energy Work in Health Care – sets down a defined, although non-prescriptive, management and operational programme for Trusts to manage their operational programmes and resources.

5.1 Energy Targets

The Trust acknowledges that climate change is one of the greatest threats to our health and wellbeing, presenting a massive opportunity to adopt a consistent and systematic approach, understanding that although climate change is a huge threat, sustainability is a very big opportunity.

The Trust will consider all opportunities for financial savings – both directly in terms of energy, but also in terms of better compliance with carbon taxation, in line with carbon budgets and carbon reduction commitment.

The Trust will actively consider schemes on carbon reduction appertaining to the following areas:

- Building energy use
- Waste and water
- Travel and transport
- Procurement
- Organisation

Trends of future emissions set the Trust, as an NHS organisation, the challenge to reduce carbon dioxide emissions by 60% by 2050 based on 1990 levels.

5.2 Energy Procurement

The Trust is extremely active in the selection of energy suppliers in order to achieve the lowest tariff within the prevailing market to ensure value for money at all times.

- Purchase of Carbon

  The EU Greenhouse Gas Emissions Trading Directive details the range of installations covered by the Emissions Trading Scheme (ETS).

  For the NHS this relates to “installations”, which are defined as:

  Energy activities (on a single site basis) – combustion sites with a related input exceeding 20MW.

  The Trust exceeds the 20MW thermal input threshold at the RVI (56MW) and Freeman (35MW). The NGH and Walkergate sites do not exceed the threshold.

  The ETS rules make it clear that the responsibility lies with the operator of the installation to apply to the competent authority for a permit. Dalkia as our service provider do this on the Trust’s behalf. If any installation covered by the ETS operates without a permit, it will be liable to financial penalties.

  The ETS works on a “cap and trade” basis. The UK Government is required to set emission limits or “caps” for all installations that are covered by the scheme. Each installation is allocated allowances equal to that cap for the particular phase in question.

  The allowance allocations for each installation for any given period (the number of tradable allowances each installation will receive) is set down in a document called the National Allocation Plan. The overall allowances for the period are broken down into annual amounts.

  Installations that reduce their annual emissions to below their allocation of allowances can trade their surplus allowances on the market or bank them (storing them for use in future years). Installations that need additional allowances to cover their annual emissions are able to buy them from the market. This reconciliation of allowances and emissions takes place on an annual basis, completed by 30 April each year, for the preceding calendar year.

  The ETS gives organisations the flexibility to manage their carbon emissions without a pre-set limit, with the added advantage of being able to sell their “unused carbon emissions” to those who are finding it hard to

meet their own energy-saving goals (for example, if the organisation is going through a period of expansion). Participants can either reduce their own emissions to the limit; reduce their emissions below the limit then sell or bank the excess emission allowances; or buy an "allowance" from an organisation that has "spare" capacity.

- Future Legislation

  The Carbon Reduction Commitment (CRC) forms part of the Climate Change Act 2008 and was developed by the Department of Energy and Climate Change (DECC). The CRC scheme commences April 2010 with a registration period of April to September 2010.

  At this time, the benefits of joining this scheme are unclear and we are seeking further advice.

  Emissions covered by EU ETS will be excluded by CRC.

5.3 Energy Monitoring

Information Systems to monitor energy performance will be maintained by the Energy Manager.

The Energy Manager will compile and submit reports on energy performance to the Deputy Head of Estates and Facilities and relevant managers on a periodic basis.

A Trust-wide report will be prepared by the Energy Manager on an annual basis for submission to the Trust Board.

The Energy Manager will assess performance by comparing and bench-marking against set Government standards. Current bench-marking is derived from data submitted to the Estates Information Returns Collection (ERIC).

The Energy Manager will provide strategic planning to improve energy efficiency across the Trust.

5.4 Raising Staff Awareness

Energy awareness campaigns will be undertaken to promote good housekeeping within all Trust premises.

Staff will be encouraged to take an active role in reducing energy consumption across Trust premises.

5.5 Emissions to Atmosphere

The Trust will identify, quantify and monitor harmful emissions from its sites.

The Trust will liaise with the appropriate regulatory bodies in respect of all processes and substances that come within the scope of legislation.

The Trust will employ best practice as measure to ensure adequate control over emissions.

The Trust will bench-mark its activities against comparable sites.

5.6 Maintenance of Plant

Energy-using plant and equipment will be maintained/serviced as recommended by the manufacturer's data to ensure that maximum operating efficiencies are maintained.

Specific HTM guidance will be followed for frequency of maintenance with all records held for audit purposes.

Plant/Equipment faults can result in energy waste; such failures will be rectified as soon as practicable by the Estates Department. Staff should report known faults via the Estates Help Desk on Ext 25910.

Environmentally-acceptable and energy-efficient alternatives will be considered when plant/equipment upgrades are required.

5.7 New Build/Refurbishment

The impact of the European Energy Performance of Buildings (EPBD) should be considered for new buildings or substantially refurbished buildings.

- All new buildings are to have an energy certificate and must comply with energy performance standards (Part L of Building Regulations)

- Larger buildings in the Trust will display an energy performance certificate.

Design Consultants working on Estates Schemes are to consider/propose sustainable systems to operate independently or as part of a traditional system.

5.8 Temperature Control

The Chartered Institute of Building Service Engineers (CIBSE) makes recommendations for the temperature parameters for various occupancies when heated.

The Trust will use these parameters in the design of new services and to manage the temperature of occupied spaces within the Trust on a day-to-day basis.

Recommended environmental air temperatures (Degrees C) for typical areas: Table 1A and specific departmental areas: Table 1B respectively are reference on the Trust Intranet/Help and Advice/Recommended Temperatures.

5.9 Restrictions of Site

Should staff consider an area to have unsuitable environmental conditions, contact should in the first instance be made with the Estates Help Desk (25910) to allow investigation by maintenance staff as to the cause. Appropriate actions will be taken by the Estates Department after the initial investigation.

- Electrical Heaters – use is prohibited in all of the Trust's premises except where permanently installed as part of the designed heating system

- Portable electric heaters shall be used solely as a temporary measure until a repair to the heating system can be effected.

The use of electrical cooling shall be considered on an individual basis by the Estates Management Team. The Head of Department must make a request for cooling in writing to the Energy Manager.

5.10 Other Energy Utilities

The Trust is committed to reduce the misuse of other utilities which have a direct consequence on energy use, ie water and sewerage, medical gas, refrigeration.

6. Training

Formal training sessions are to be developed on energy awareness specifically targeted at departmental managers who will have a role of improving energy efficiency and sustainability within the working procedures and staff duties of their department.

Within the effective dates of this policy consideration will be given by the Trust to incorporate a module on the mandatory intranet training initiative.

7. Monitoring

Structured energy audits shall be carried out to identify the use of energy within Trust buildings, based on:

- building age/condition
- construction
- usage
- monitoring trends
- meter readings

- analysing results
- potential of sustainable alternatives

The Energy Manager shall develop an action plan to improve energy use substantially and strategically.

The Energy Manager will work closely with the Finance Department to implement energy saving projects with payback periods of up to five years.

It is recognised that the Trust will need to invest more in energy efficiency and sustainability whilst making maximum use of Department of Health or other grants available.

Author: Specialist Services Engineer

THE NEWCASTLE UPON TYNE HOSPITALS NHS FOUNDATION TRUST

IMPACT ASSESSMENT – SCREENING FORM A

This form must be completed and attached to any procedural document when submitted to the appropriate committee for consideration and approval.

Policy Title:	Energy Policy	Policy Author:	Ian Clayton
		Yes/No?	You must provide evidence to support your response:
1.	Does the policy/guidance affect one group less or more favourably than another on the basis of:		
	• Race	No	
	• Ethnic origins (including gypsies and travellers)	No	
	• Nationality	No	
	• Gender	No	
	• Culture	No	
	• Religion or belief	No	
	• Sexual orientation including lesbian, gay and bisexual people	No	
	• Age	No	
	• Disability – learning difficulties, physical disability, sensory impairment and mental health problems.	No	
2.	Is there any evidence that some groups are affected differently?	No	
3.	If you have identified potential discrimination, are any exceptions valid, legal and/or justifiable?	No	
4(a).	Is the impact of the policy/guidance likely to be negative? *(If "yes", please answer sections 4(b) to 4(d)).*	No	
4(b).	If so can the impact be avoided?	n/a	
4(c).	What alternatives are there to achieving the policy/guidance without the impact?	n/a	
4(d)	Can we reduce the impact by taking different action?	n/a	

Comments:	**Action Plan due (or Not Applicable):**

Name and Designation of Person responsible for completion of this form: Ian Clayton Date: 31/03/10

Names & Designations of those involved in the impact assessment screening process: Ian Clayton Specialist Services Engineer and Michael Bell Deputy Head of Estates and Facilities

(If any reader of this procedural document identifies a potential discriminatory impact that has not been identified on this form, please refer to the Policy Author identified above, together with any suggestions for the actions required to avoid/reduce this impact.)

For advice on answering the above questions please contact Helen Lamont, Director of Nursing, or, Christine Holland, Senior HR Manager. On completion this form must be forwarded electronically to Steven Stoker, Clinical Effectiveness Manager, (Ext. 24963) steven.stoker@nuth.nhs.uk together with the procedural document. If you have identified a potential discriminatory impact of this procedural document, please ensure that you arrange for a full consultation, with relevant stakeholders, to complete a Full Impact Assessment (Form B) and to develop an Action Plan to avoid/reduce this impact; both Form B and the Action Plan should also be sent electronically to Steven Stoker within six weeks of the completion of this form.