

## SOUTH EASTERN TRUST

<b>Title:</b>	<b>Carbon Management Policy</b>		
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<b>Ownership:</b>	<b>South Eastern Trust</b>		
<b>Approval by:</b>	<b>Ratified Directors as per signatory list</b>	<b>Approval date:</b>	<b>June 2015</b>
<b>Operational Date:</b>	<b>April 2018</b>	<b>July 2018</b>	<b>November 2019</b>
<b>Version No.</b>	<b>2.1</b>	<b>Supersedes</b>	<b>SET/Gen (154) 2016 V2.0</b>
<b>Amendments</b>	<b>Updated paragraph in red – Section 4.1</b>		
<b>Links to other policies</b>	<b>Environmental Policy</b>		

### **1.0 INTRODUCTION / PURPOSE OF POLICY**

#### **1.1 Background**

The Trust recognises the need to minimise/reduce and where possible cease emissions to atmosphere of carbon as a by-product of heat, light, power provision to the Trust Estate. The carbon emissions to be targeted are a direct correlation to the calorific value of the fuel burned whether it is via Trust boilers (Oil/Gas) or as a measured value against the embedded carbon of grid electricity. The rates of carbon calculation are reset every year by the Department of Energy and Climate Change (DECC) and the Trust will fall in line with these emission factors to report and assess its annual carbon footprint. Within the Trust it is the intention of the Trust to minimise carbon emissions commensurate with the need to provide the necessary utilities and comfort for patients, clients, visitors and staff.

#### **1.2 Purpose**

To articulate how the Trust will, strategically, meet its KPI and legislative carbon footprint reduction targets.

This Policy should be read in conjunction with the Environmental Policy.

This policy aims to articulate the Chief Executive and Boards commitment to eliminate or minimise, insofar as reasonably practicable, the carbon emissions arising from the installation, maintenance and operation of its estate and to outline the mechanisms it proposes to use to do this.

The Trust recognises its duties to eliminate or minimise, insofar as reasonably practicable, the emission of carbon arising from the installation, maintenance and operation of its estate. The Trust will discharge these duties by timely provision, insofar as is reasonably practicable, of the resources to implement the relevant Health Technical Memoranda (EnCO2de), Health Building Notes, appropriate standards and codes of practice in line with its environmental management system

ISO14001 and requirements of the CRC (Phase 1 2012) Carbon reduction commitment.

## **2.0 DEFINITIONS/SCOPE OF THE POLICY**

This policy applies Trust wide for provision of its heat, light & power requirements which result in measured levels of carbon being released to atmosphere, either directly or indirectly. (Grid electricity.)

This policy shall apply to all premises and land under the control of the Trust and will be applied by all Trust staff.

## **3.0 ROLES/RESPONSIBILITIES**

A management structure has been prepared in conjunction with this policy giving clear guidance on roles and responsibilities for energy management which links the Trust Board to the operational management of carbon emissions. This is attached in Appendix A.

## **4.0 KEY POLICY PRINCIPLES**

### **Key Policy Statement**

#### **4.1 Policy Principles**

The Trust will seek to minimise its carbon emissions to atmosphere by:

Measuring – Recording – Evaluating – Implementation of change.

#### **MEASURING:**

As part of the CRC (Carbon Reduction Commitment) process, The Trust is a fully compliant body within this framework so precise carbon measurement is a necessity. Core utility types (Electricity, Gas) is recorded on the Trust Estates network with varying conversion factors being applied to each to calculate TonnesCO<sub>2</sub>e from the recorded kWh.

These figures are then reported upon in the end of year Estates Environmental report so an on-going baseline can be maintained. Compliant targets are placed against this as part of the Trusts Business Plan and continual improvement (reduction) of 3.2% (Carbon) year on year up to 2020 will ensure compliance with EU legislation.

The revised conversion factors supplied by DECC and the Carbon Trust are also factored in annually through the CRC to ensure correctness to current UK standards for energy conversions.

#### **FUEL TYPES:**

Where possible, the Trust will endeavour to move its hydrocarbon reliant plant towards a green energy future via renewable technologies and more efficient passive buildings. When it is however, not feasible to implement new technology (low £ funding), the Trust shall move from one fuel type to a less carbon intensive fuel e.g.: from 35Sec Oil to Gas with new boilers or by changing from 35Sec Gas Oil to slightly less efficient 28Sec kerosene.

DECC Carbon emissions factors are utilised in calculating the carbon emissions of the Trust and do vary year on year as the renewable mix to the electrical grid fluctuates. These figures are updated and circulated by DECC annually.

## FUEL OPTIONS:

To minimise carbon emissions to atmosphere from utilities, electrical consumption from the grid should be minimised and heat will be procured from less carbon intensive fuels; ideally changing from 35Sec Gas Oil to 28Sec Kerosene to Natural Gas to carbon neutral fuels/technology such as biomass or solar thermal as best practice.

## RECORDING:

Estates Specialist Services shall report upon the Trusts annual carbon footprint and relate to the 1990 HSCNI baseline level and on-going performance against EU targets via the annual reporting regime. (Sustainability report, EDMRS, annual report and CRC.)

## EVALUATING:

The annual report shall be utilised to identify those sites where carbon emissions are both intensive and above the national average so that feasibility studies can be considered for development of business cases to SDEB/Health Estates for scheme funding. (March – May annually.) This will allow underperforming sites to be rationalised and addressed quickly to mitigate emissions to atmosphere. Display Energy Certificates (DECs) are also used to identify underperforming relevant sites.

## THE TRUST ESTATE BUILDING MANAGEMENT SYSTEM:

This predominantly anonymous heating/cooling system controls the Trust Estates boilers and HVAC systems to ensure adequate internal comfort levels of the Trusts buildings to CIBSE guidelines. Internal comfort levels are set by the BMS maintenance schedule and the summer/winter settings are mandated by:

*Summer heating season – Heat off: 1<sup>st</sup> June – 1<sup>st</sup> September.  
Winter heating season – Heat on: 1<sup>st</sup> September – 1<sup>st</sup> June.*

The above settings are applicable to non-critical areas only. Medical areas will have controlled heating/cooling settings with a setback in the summer heating season whereby heating can be reduced where necessary to minimise overheating.

## 5.0 IMPLEMENTATION OF POLICY

### 5.1 Dissemination

This policy applies to all groups of Trust staff. It is the responsibility of managers and supervisors to ensure that this policy has been brought to the attention of all relevant staff. It is the responsibility of relevant staff to familiarise themselves and comply with the contents of it.

### 5.2 Resources

Estates Specialist Services (Energy) is responsible for the implementation of energy management best practice in the day to operation of the Trust. Also for the procurement of scheme funding from health estates for energy projects to reduce carbon emissions. Estates Specialist Services has the lead role in advising relevant design teams on emerging innovative technology integration and Trust policy on

infrastructure for all new build capital schemes. Estates Specialist Services are also responsible for staff training via induction seminars, presentations where possible to EMT & SMT on energy awareness and operating an on-going energy awareness campaign Trust wide.

Estates Specialist Services Team shall utilise current funding streams and seek innovative funding routes to lessen the financial burden upon the Trust for energy efficient plant procurement.

### **5.3 Exceptions**

This policy applies to all Trust staff and all departments within the Trust.

## **6.0 MONITORING**

An Estates Specialist Services report is prepared annually with a three year historical comparison to analyse Trust performance including key indicators of cost, consumption and carbon emissions. This report is forwarded to EMT.

Estates Specialist Services operates the compliance program for the CRC (Carbon Reduction Commitment) whereby all core carbon emissions are recorded and submitted to NIEA (Northern Ireland Environment Agency) for regional comparisons and carbon tax payments. Such payments are made during the July period for carbon emissions of the previous fiscal year.

## **7.0 EVIDENCE BASE / REFERENCES**

Primary Legislative Instruments, Subsidiary Legislative Instruments:

NI Environmental Legislation and website: [www.netregs.gov.uk](http://www.netregs.gov.uk)

Climate Change Levy Act

The CRC Energy Efficiency Scheme Order 2010

Energy Performance of Buildings (Certificates and Inspections) Regulations (Northern Ireland) 2008

Energy Performance of Buildings (Certificates and Inspections) Regulations (Northern Ireland) 2008 (Amendment 2014)

Appropriate HTMs: HTM07-02 EnCO2de

Appropriate HBNs - see list of References in HTM07-02 EnCO2de

Appropriate BS/EU - see list of References in HTM07-02 EnCO2de, Environmental Management System ISO14001:2004

Appropriate Codes of Practice and Other Relevant Guidance - see list of References in HTM07-02 EnCO2de

Primary Legislative Instruments, Subsidiary Legislative Instruments:

NI Environmental Legislation and website: [www.netregs.gov.uk](http://www.netregs.gov.uk)

The Environmental Information Regulations (NI) 2004

The Climate Change Levy (General) Regulations 2001

Climate Change Act 2008

PPS 18 Renewable Energy

EU Renewable Energy Directive – 2009/28/EC

Technical Booklet Part F2 (consultation 2011) – summary TBC

Appropriate HTMs: HTM07-02 EnCO2de

Appropriate HBNs - see list of References in HTM07-02 EnCO2de

Appropriate BS/EU - see list of References in HTM07-02 EnCO2de, Environmental Management System ISO14001:2004

Appropriate Codes of Practice and Other Relevant Guidance - see list of References in HTM07-02 EnCO2de

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## **8.0 CONSULTATION PROCESS**

This policy was drawn up by the Environmental Team of the Estates Department in consultation with nominated specialists and peer groups from other Health Trusts.

This policy will be reviewed every 3 years by the Environmental and Waste sub-committee to take cognisance of changes in legislation, standards and best practice.

## **9.0 APPENDICES/ATTACHMENTS**

Appendix A - Energy Management Structure

## 10.0 EQUALITY STATEMENT

In line with duties under the equality legislation (Section 75 of the Northern Ireland Act 1998), Targeting Social Need Initiative, Disability discrimination and the Human Rights Act 1998, an initial screening exercise to ascertain if this policy should be subject to a full impact assessment has been carried out.

The outcome of the Equality screening for this policy is:

Major impact

Minor impact

No impact.

## SIGNATORIES

(Policy – Guidance should be signed off by the author of the policy and the identified responsible director).

<input type="checkbox"/> Form Status	Policy Name	Author Endorsement	Modified	<input type="checkbox"/> Modified By
Directorate	Carbon Management Policy	Yes	09/09/2015 08:51 AM	<input checked="" type="checkbox"/> Kerr, Eddie
<input type="checkbox"/> Form Status	Policy Name	<b>Approval</b>	Modified	<input type="checkbox"/> Modified By
Read Only	Carbon Management Policy	<b>Endorsed</b>	21/01/2016 01:41 PM	<input type="checkbox"/> Guckian, Neil
<input type="checkbox"/> Form Status	Policy Name	<b>Approval</b>	Modified	<input type="checkbox"/> Modified By
Read Only	Carbon Management Policy	<b>Endorsed</b>	17/10/2016 11:51 AM	<input checked="" type="checkbox"/> McCaughey, Hugh

## Appendix A - Energy Management Structure

