

1.1.1 Action plan: No cost measures

Action	Implementation date	Cost (£)	Person Responsible
Establish a simple written energy policy including cost considerations, energy management issues, and objectives.	31/7/11	0	MD / (AM)
Obtain competitive quotes for electricity supply (and investigate green tariffs available when renewal is due.)	renewal	0	MM
Check and record meter readings monthly.	now	0	?MD / AM
Establish an energy monitoring spread sheet to record monthly energy consumption.	31/5/11	0	MD
Check eligibility for paying CCL and higher VAT rates, as may be able eligible for a rebate.	NA	0	
Consider energy efficiency and calculate whole life costs when procuring new equipment.	Policy	0	
Engage power save functions on all IT equipment.	Policy	0	
Raise staff awareness of energy efficiency issues to reduce wasteful behaviour. Turn on extractor fan over bread oven.	ongoing	0	AM
Ensure all fluorescent lamps purchased are triphosphor coated to increase useable lifespan.	policy	0	
Initiate regular cleaning and maintenance programme for lighting and all fans.	Quarterly	0	MD
Loan of thermal imaging camera from SWEA to identify cold spots in building fabric and assess first floor heating system.	Jan 2012	0	MD AW
Loan data loggers and energy monitors from SWEA to understand true cost of refrigerated units.	July 31	0	MD
Seek specialist advice on linking all refrigerated systems to one high efficiency compressor.	July 31	0	MD / SWEA

Total one off cost to Brockweir Shop - £0

1.1.2 Action plan: Low cost measures

Action	Implementation date	Cost (£)	Return on Investment	Person Responsible
Install punka style de-stratification fan within atrium to reduce overheating.	No Action	Approx. £30-50	Unknown	
Insulate all hot water pipework and valves.	June 30	Approx. £3-5 per meter; £10 per valve jacket £25	Within 4-7 months	MD
Install power down or one-click panel plugs throughout office areas.	No Action	Approx. £10-15 (power down); £30-40 (one-click)	Within 2 years	
Replace T8 lamps with T5 lamps and adapters.	Replace as necessary	£10-15 per adapter & £4+ per lamp	From 1-2 years	AM
Replace halogen and incandescent spotlights with 7W LED equivalents.	Consult and replace June 30	From £15-20 per lamp £150	Within 1 year	AM / MD
Replace CFLs and CFL D-ring lamps with LED 5W spotlights.	Replace as necessary	£10-15 per lamp; up to £5 per fitting	Within 1.5 to 4 years	AM
Install motion sensor for storage room lighting.	No Action	Approx. £15-30 installed cost	Within 2-3 years	
Use refrigeration cube within all closed fridges and freezers to reduce energy consumption of each unit.	Trial of two units July 31	Approx. £30	Within 6-12 months	MD
Relocate all refrigerated compressor units externally to benefit from colder input air. Note, ensure that compressors are located away from direct sunlight.	No Action Yet	Unknown labour costs	Unknown	

Total one off cost to Brockweir Shop **£205**

1.1.3 Action plan: Capital cost measures

Action	Implementation date	Cost (£)	Return on Investment	Person Responsible
Install de-aerator to heat pump to save 20%.	Investigate	Approx. £15-300		MD
Install wall mounted hot water storage tank. This should be energy efficient and thermally insulated to reduce heat loss.	17 th May	£800	Unknown	AM MD
Consider partitioning refrigerated area to reduce heat gains.	No Action	Unknown materials and labour cost	Unknown	
Consider replacement of large display units with energy efficient integral display units using air curtains.	Policy to replace old units with efficient units, when they break	Seek specialist advice		AM
Consider solar thermal panels for hot water, if roof space allows.	No Action	From £3,000 to £5,000	Unknown, dependent on RHI payments	

Total one off cost to Brockweir Shop £800

Signed on behalf of

Date



1/6/11

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