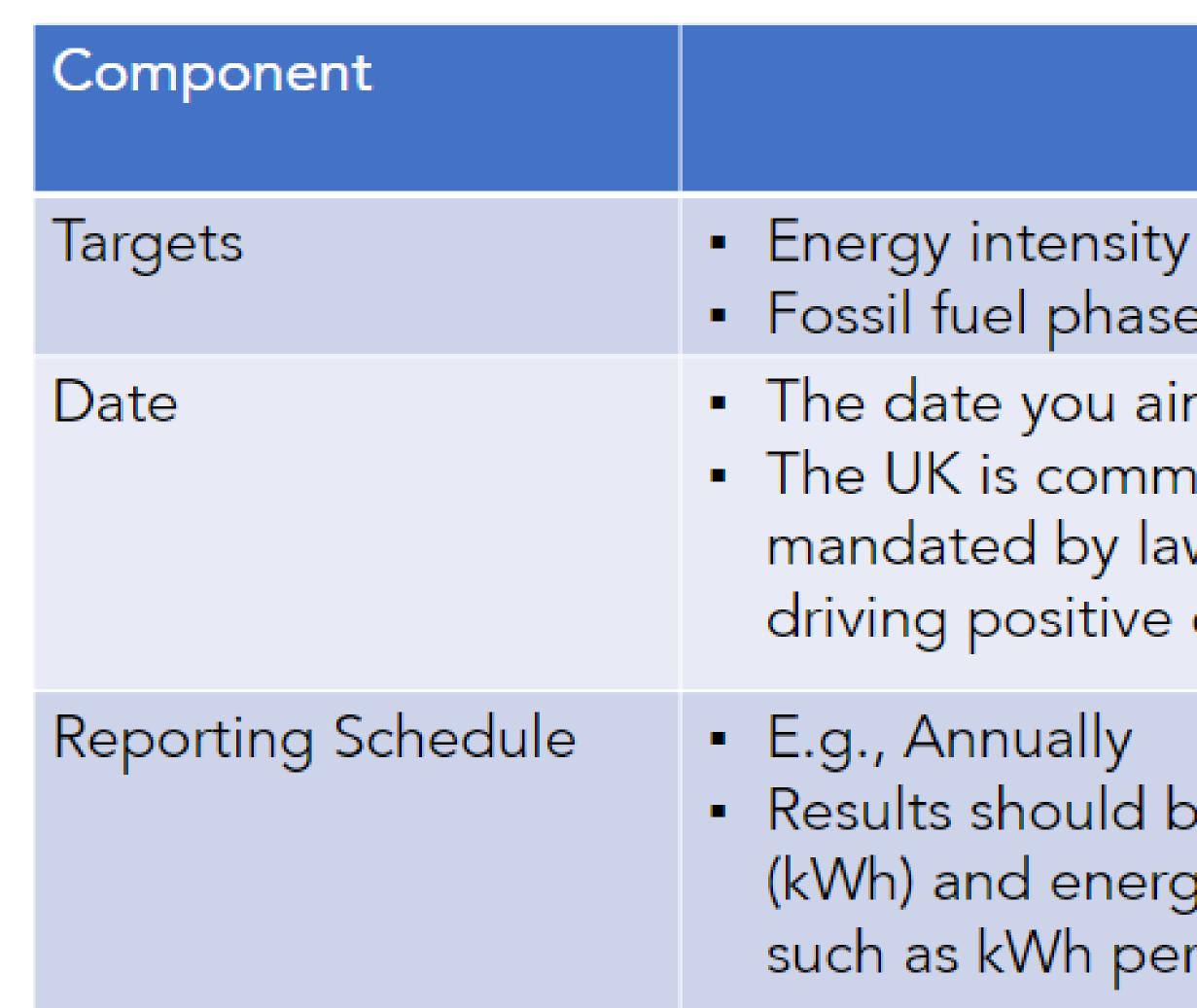# Policy Commitment to Fossil Fuel Free Buildings

Policy

In your organisational environmental policy, there should be a commitment to be fossil fuel free in your buildings.

- In your policy it is important to be clear what the boundaries of your responsibilities are (i.e., what is counted and what is not)
- The policy will be underpinned by an environmental action plan
- The policy and action plan should be reviewed on a regular basis (e.g., annually).

Components of a Fossil Fuel Free Commitment

Component	
Targets	• Energy intensity • Fossil fuel phase-out targets.
Date	• The date you aim to achieve your target • The UK is committed to net zero by 2050, mandated by law. Any earlier commitment is driving positive change.
Reporting Schedule	• E.g., Annually • Results should be reported in energy terms (kWh) and energy intensity (ex. A relative metric such as kWh per £ turnover).

Roles & Responsibilities

Who has responsibilities for energy in your organisation? Depending on your size, these responsibilities could either fall under an existing role or have a dedicated employee. All staff however should understand the importance of, and be involved in, reducing energy demand and driving change through the organisation.

A good rule of thumb:
- Every £1 million of energy spend should equate to the full economic costing of one staff member.
- 5-10% of energy spend should be on energy management per £1 million spend.

Energy Managers

Energy managers do not have a time critical role, but must have the time to organise information and develop energy use interventions to future proof their organisation.

The person who holds this responsibility may be different depending on the size of an organisation. It may be someone's full position or part of their responsibilities.

They must have readiness and be proactive in understanding energy use, testing improvements, and working towards investment in low-carbon solutions.

Energy Manager Duties

Action	Timings/Notes
Organise and monitor energy data	Weekly
Look for free opportunities	• Tweaking Buildings Management Systems (BMS) • shut down equipment not in use • engage with staff and customers e.g., on green travel options)
Cost up interventions	Ongoing
Report regularly to board	Quarterly
Compliance checks with internal policies and external regulation	Annually
Leave an audit trail	Staff handovers
Bill validation	Monthly
Equipment procurement	Ongoing
•Oversee maintenance and energy specialist contractors	Ongoing

Energy Managers

At larger or more complex organisations, you will need a manager who has competencies around the following. They will often hire a contractor.

- Electrical systems
- HVAC systems
- Motors and drives
- Industrial systems
- Building envelope (what separates the inside from outside of your building)
- Building automation
- Control systems

- Combined Heat and Power (CHP)
- Lighting systems
- Maintenance
- Boiler and steam systems
- Thermal energy storage systems
- Commissioning, measurement and verification

Compliance

Scheme	Mandatory?	Qualification	Description
ESOS	Yes	Large (250+ employees)	Energy Savings Opportunity Scheme to ensure UK enterprises in the UK are energy efficient and to identify ways to save energy.
SECR	Yes	Large (250+ employees, £36M+ turnover, £18M+ balance sheet)	Streamlined Energy and Carbon Reporting to ensure UK businesses annually report on energy and carbon emissions and efficiency measures.
DECs	Yes	Buildings over 250 m2	Display Energy Certificates are records of actual energy usage of buildings that must be publicly displayed.
EPCs	Yes	Domestic and commercial buildings available to buy or rent	Energy Performance Certificates give properties an energy efficiency rating from A to G.

Compliance

Scheme	Mandatory?	Qualification	Description
ISO 50001	No	Any size business	A standard which provides guidance on energy efficiency through development of an energy management system.
ISO 14001	No	Any size business	A standard which provides guidance on environmental management through the development of an environmental management system.
PAS 2060	No	Any size business	Carbon Neutrality Standard and Certification which allows organisations to demonstrate carbon neutrality.