

Shoosmiths Approach to Compliance with the Energy Savings Opportunity Scheme Regulations 2014 no. 1643

Energy Savings Opportunity Scheme (ESOS)
ESOS is a mandatory scheme to encourage UK businesses to improve their energy efficiency

Environment Agency

Who qualifies?
About **10,000** organisations which consume **1/3** of the UK's energy

Companies must:
Identify potential energy savings and notify the Environment Agency by **5 December 2015**

ESOS will:
Cover **90%** of an organisation's energy use from buildings, machinery, IT equipment, transport and more

Estimated savings:
£250 million a year for UK industry, even if businesses only reduce their energy consumption by **0.7%**

Ways to comply:
ESOS audits, ISO50001 certification, Display Energy Certificates or Green Deal Assessments

ACT NOW

- Find out if you qualify
- Carry out your assessment
- Appoint a lead assessor to review
- Notify the Environment Agency by 5 December 2015

Organisations must take part if they: **250** employ at least 250 people or... **£38.9 million** have an annual turnover above €50 million (£38.9 million) and annual balance sheet total above €43 million (£33.4 million)

For more guidance visit www.gov.uk/energy-savings-opportunity-scheme-esos or contact esos@environment-agency.gov.uk

ESOS image provided by the Environment Agency

Shoosmiths is a leading national UK law firm with circa 1,450 employees at 10 locations in England and Scotland, namely Basingstoke, Birmingham, Edinburgh, London, Manchester, Milton Keynes, Northampton, Nottingham, Southampton and Thames Valley. We have been delivering legal services since 1845.

Our business is affected by the Energy Savings Opportunity Scheme 2014 regulations which requires obligated organisations to calculate their total energy consumption, conduct energy audits and identify where energy savings can be made. On-line notification of compliance with these requirements must be made to the Environment Agency by 5 December 2015 and every four years thereafter. The regulations apply to any large undertaking including Limited or public companies and partnerships employing at least 250 people or an annual turnover over Euro 50 million.

Shoosmiths is committed to protecting the environment by demonstrating high standards of environmental responsibility in all our operations and minimising the environmental impacts associated with our activities, products and services. In particular we recognise the importance of a progressive approach to improving our energy and low carbon performance.

We occupy sole and multi-tenanted offices and consume electricity and gas for heating, ventilation, air conditioning, lighting and IT equipment. Business related travel is undertaken by staff.

Our approach to compliance, aligned with our existing approach, has included:

1. Co-ordination of the planned approach by a project lead with regular updates to the HR Director and the estates management team.
2. Gap analysis to identify readiness for ESOS compliance.
3. Appointment of an external recognised lead assessor to support the measurement of our energy consumption, auditing of our business and the identification of energy efficiency improvement opportunities.
4. As a representative sample site energy efficiency audits were undertaken at our offices in Northampton (Lakes), Solent and Birmingham in May 2015. The audit visits involved the external assessor, our estates management team and our corporate responsibility consultant, plus engineers and, at Birmingham, the building manager. In addition to an overview report a report was produced for each audited site detailing

findings and opportunities with data provided for each recommendation of annual savings in cost, tCO₂e (tonnes CO₂ equivalent), kWh as well as capex cost and payback period. Examples of immediate investment to be carried out will include slowing lift ventilation fan, trialling turning off gas central heating system at set time, insulating plant room pipework, installing seven day time switches to vending machines, repairing weather damaged insulation to roof mounted heating pipework, introducing further presence detection to toilets where not currently fitted.

5. Business travel data was analysed based on company expenses claims, mileage travelled in private cars on business purposes and company car mileage data. A survey was issued to all staff in June 2015 on employee travel patterns. A report with recommendations was produced.
6. Background to the regulations, audit findings and recommendations discussed by the Shoosmiths Operations Board 23 September 2015.
7. Specific energy efficiency improvement opportunities costed, defined as short, medium or long term investment opportunities with planning now underway to determine revenue or capital costs and therefore determining appropriate requests for spend and therefore completion for medium and long term projects.
8. 2015/2016 energy reduction and business road travel targets approved by board.
'At sites where we control building use reduce gas consumption by 3% in 2015/2016 versus 2014/2015. Where we do not control the building liaise with the landlord to identify opportunities to reduce gas consumption.'
'At sites where we control building use reduce electricity consumption by 3% in 2015/2016 versus 2014/2015. Where we do not control the building liaise with the landlord to identify opportunities to reduce electricity consumption.'
'Reduce business travel road miles by 20% 2015/2016 versus 2014/2015 by reducing work related travel and increasing public modes of road transport and without an associated increase in air travel.'
9. Board approved energy policy published.
10. Plans to raise staff awareness of our approach and role in delivering our energy aspirations.
11. We are signatories of a number of climate change related initiatives and will continue to identify ways of supporting them. These include the Business in the Community Mayday Network, Legal Sector Alliance Acting on Climate Change, Manchester: A Certain Future and the Reading Climate Action Network.
12. Voluntary declaration and continued reporting of our approach to energy management and carbon reduction via, for example, our annual Corporate Responsibility Report.
13. Upgrading of our IT infrastructure including rationalisation of our printing and photocopying facilities.
14. Review of our travel expenses policy to encourage adoption of travel hierarchy approach to business related travel.
15. Increased reporting to Board on transport energy use.
16. Increased focus to reduce the need for travel via agile working, use of electronic meetings, online collaboration tools etc.
17. Review of vehicle purchasing policy to determine technical/commercial viability to favour electric or hybrid vehicles.