

ESOS

**Energy Savings
Opportunity Scheme**

**What is the best route to
compliance?**



ESOS Compliance :
What is the best route to compliance?

Quite simply the best route to compliance is the one that best fits your organisations short, medium and long term objectives. All approaches have their merits, all have potential weakness.

Your approach to compliance should be agreed with your appointed lead auditor. Early in the engagement a digitalenergy lead auditor will provide a gap analysis that would identify feasible routes to compliance.

The contents of this document provide 8 steps to ESOS compliance with digitalenergy

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Appoint a Lead Auditor

Your Lead Auditor is an important appointment to guide you through the compliance process. Your Lead Auditor must approve the compliance approach taken and sign off actions/surveys/audits that have been completed (by the lead auditor or others).

Appointment of a Lead Auditor early in the process is important to ensure evidence is collated effectively.

1

ESOS Lead Auditor Assessment



Using DEC and/or Green Deal

The use of Display Energy Certificates is a suitable alternative for building assets and would provide an added benefit of being able to use for wider stakeholder engagement (energy awareness).

Similarly Green Deal Assessments (essentially EPC's) are only suitable for buildings but would provide an excellent stock analysis of asset energy efficiency.

Energy (and other) Audits

Guidance recommends that audits are carried out to BS EN 16247 but alternate methods can be accepted by your Lead Auditor. If you are considering carrying out audits internally your Lead Auditor can help to determine the quality and content that would be acceptable and the sample rate of audits required.

Audits must also cover transport and process. Often internal knowledge is the best knowledge.

Determine Your Route To Compliance : Consider The Options

With ESOS there is definitely no one size fits all when it comes to the appropriate method of compliance. The pros and cons of each approach in guidance documentation is generic, what is important is how it impacts your organisation.

- Are you able to present your lead auditor with existing surveys or audits that can be used to demonstrate compliance. Any work carried out internally or externally may be suitable. This may reduce the size of the undertaking.
- If your scope is made up largely of buildings, a DEC or Green Deal may be an option, this assures compliance whilst also leading to other benefits.
- Where (a) and (b) are not suitable an approach to auditing must be taken to capture all of the information required for ESOS compliance.

Consider ISO50001

There is only one exemption from compliance and that is through the demonstration of a certified ISO50001 Energy Management System that covers all relevant consumption sources. If you already have ISO50001 in place you can go straight to step 8.

Your digitalenergy lead auditor will be able to provide you with an assessment of the scale of the task to implement a certified energy management system and the time commitment involved. ISO50001 is all about continual improvement, if your objective is compliance only this route is not for you.

2

ISO50001 Certified Energy Management System

ISO50001 Energy Management System

A fully certified Energy Management System to ISO50001 is the only full exemption from the ESOS compliance regulations.

If your organisation has the ability to implement and certify before December 5th 2015 this is a good option that will foster continual improvement.

If this approach is a step to far resource wise in the time scale, consider ISO50001 as a longer term option. Working with your Lead Auditor the initial compliance route can be used to create a path for ISO50001 in the future and lead to continual improvement with ongoing energy reductions.

3

5

Compile Consumption Data

ESOS requires consumption from all operational sources (including transport and production) to be assessed over a 12 month period and also that assessments to determine energy use profiles.

This is enabled through an automatic approach, collating data from a multitude of sources from AMR, billing, manual meter reads, bulk purchase, etc. Where systems are already in place for collection for consumption data the digitalenergy platform should be considered an Enterprise approach to bring all sources together to be auditable for compliance.



4

Implement Evidence Pack and Internal Audit Structure

With your strategy for compliance in place before diving into costly audits and surveys, consider the format of how information will be presented to your Lead Auditor (and ultimately the scheme administrator on external audit)

Every digitalenergy ESOS client will be supplied with digitalenergy professional to collate all evidence relating to your compliance in a single Enterprise level system, this will bring together energy data for assessment, survey/project information, DEC/EPC information, internal/external Lead Assessor Audits and create a platform for ISO50001 and continual improvement if required.

Before any detailed analysis is undertaken the system will be configured to reflect the scope and boundary of the participant, creating an asset portfolio and a placeholder for any information that is relevant.

6

Complete Audits/Assessment

Back in step three you will have determined your route to compliance with your lead assessor, between your start date and the 5th December 2015 you will need to implement.

Sampling rates where applicable will be agreed and an timetable developed to carry out assessment either in-house or with outsourced expertise (see below).

If there is an approach the merges multiple methods of compliance the format for final ESOS audit will be standardized automatically.

Surveying : In-House or Outsource?

There is no legal requirement for surveys to be carried out by accredited lead auditors, your lead auditor just has to review and approve what is being carried out.

Working with digitalenergy as your lead auditor and following our professional system approach you have the option to carry out internally, outsource to a single or multiple providers (best suited by location or skill set) or mix and match.

All opportunity assessments and reports can be produced in the digitalenergy environment that is accessible from any location for quick and easy audit.

If carrying out assessments/surveys internally templates can be deployed to enable FM, Health and Safety, Environment or any mix of departments to either carry out assessments in a structured manner specifically for ESOS or tag onto existing assessment regimes.

7

Present Internally And Obtain Director Sign Off

Presentation of the final outcomes will be structured within digitalenergy professional to ensure that hours of administration are required to compile an output.

At any point during the compliance period senior staff will be able to go online and in less than three 'clicks' review status. When complete and ready for declaration a simple sign off will be managed through the internal audit system.

There is a legal responsibility on the Director signing off to ensure all information is factual and correct. An organisation can be fined £5,000 with an additional £500 per day for miss declaration of compliance.

The digitalenergy approach will mitigate all controllable risk.

8

Register Compliance With The Administrator

Once signed off internally the next step is one of simple form filling to self declare your organisations compliance with the ESOS regulations. The final step should take no more than 30 minutes for your digitalenergy lead auditor to complete on your behalf.

Unlike CRC there is no allowance purchase or submission, nor is there any fee for registration (currently).

Once complete the key consideration is what may happen next. Once declared you may be externally audited by the administrator or its appointed agent.

When you are, all of your evidence will be in a structured manner online via digitalenergy professional.

Your risk of non compliance = managed and mitigated.

Added Benefits Of The Digitalenergy Approach

Combining a lead auditor working on your behalf to your brief with a transparent and auditable workflow process has advantages beyond the mitigation of risk.

- Ensure best mix of internal and external resource
- Provides a route to full ISO50001 if so desired
- If your organisation is also captured by CRC approach provides synergy in approach.
- Total transparency of approach enabling wider stakeholder engagement



Compliance Portal : Now Open

Contrary to some reports the portal is open to ESOS participants now to declare compliance. Similar to the CRC scheme the portal is a simple series of manual entry pages (16 in total) whereby you must log your details, approach to compliance and lead auditor details.

As with CRC digitalenergy will interface to the portal as far as possible with a report formatted from the system to make completion a breeze.

Call to Action

Compliance is required by 5th December 2015, this doesn't give much time to get going, particularly if you have a large estate or are considering implementing ISO50001 as a route to compliance.

What are your options at this stage.

- (a) Contact digitalenergy on 0845 003 9087 for a quick chat with one of our ESOS experts that would be able to give you a rough idea of how your organisation will be affected and discuss in more detail how the process would work with digitalenergy.
- (b) Book a consultation with a Qualified Lead Auditor* for a fixed fee of £250 excluding VAT. A digitalenergy qualified auditor will meet with you at your location to discuss openly your compliance options, timescales, costs and answer any questions specific to your organisation. Should you move forward with option (c) or (d) the cost of the initial consultation will be deducted.
- (c) Not quite sure what your organisation has in terms of useful information for compliance through any route, not sure how difficult it would be to implement ISO50001 – digitalenergy can offer a gap analysis services to carryout a forensic energy analysis of your consumption, transport use, process and procedures and all other areas relating to compliance to provide a clear report to support your ESOS compliance without delay – a gap analysis can identify early in the process (essential given the compliance deadline) anything that may hinder or help a specific approach.
- (d) Go straight to step one of ESOS compliance with digitalenergy and we will provide you with a bespoke quotation for ESOS compliance with a package of Lead auditing, online workflow and expertise.

Don't delay, appoint digitalenergy today – mitigating your risk is as easy as counting to eight !



*Digitalenergy currently have two lead auditors [Richard Hipkiss](#) and [Adrian Sweetman](#)
[Access full CIBSE ESOS register at www.cibseenergycentre.co.uk]

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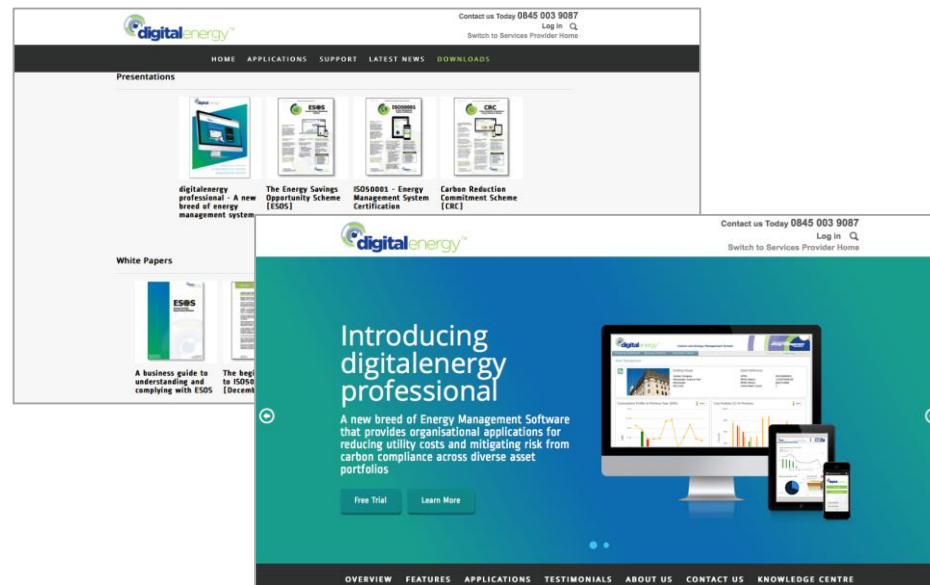
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