

Overview

This standard describes the skill and knowledge requirements to plan and deliver a process to improve the energy performance of an organisation. It includes how to manage methods and processes to improve energy performance, how to develop plans and obtain analyse and record information on energy performance and provide information required to optimise energy performance on a continual basis.

This standard would be appropriate for:

A manager with responsibility for energy management
An owner of a small business seeking to improve the energy performance of the organisation
An energy management systems co-ordinator or equivalent
An energy auditor
A consultant providing energy management advice.

This standard covers the preparation required to improve energy performance, considering best practice, resources, objectives and communication required to optimise energy efficiency.

It also covers reviewing the monitored results and producing reports and engaging the interested parties to provide information required to optimise energy performance on an ongoing basis.

Key words and phrases for this standard

Best practice - a method or process that exceeds energy performance requirements and/or current standard performance benchmarks for a specific industry.

Energy efficiency - the correlation between the amount of energy input needed to produce a product versus the amount of energy actually used to produce the product.

Energy performance - measurable results of an organisation's management of its energy aspects.

Interested parties - all individuals or groups concerned with or affected by the energy performance of the organisation. Internal interested parties will include: managers, colleagues and technical experts within the organisations. External interested parties will include: local authorities, customers, suppliers, energy organisations, the financial community, local communities and shareholders for example.

Organisational requirements - those requirements of energy performance set by: organisational policy, commitments to which the organisation subscribes, energy performance policies of broader corporate bodies (e.g. larger organisations, finance providers etc.), energy performance of interested parties.

Resources - the money, people, time, equipment, materials, services, energy and

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premises which are available.

**Performance
criteria**

You must be able to:

- P1 Develop and implement plans to improve energy performance
- P2 Confirm the resources required to support the implementation of plans to improve energy performance
- P3 Develop plans in accordance with organisational and legislative requirements to comply with required timescales and budgets
- P4 Implement plans in a manner which enables interested parties to contribute
- P5 Implement plans in a way which maximises the benefits to the organisation and to the environment.
- P6 Monitor and evaluate the implementation of improvements
- P7 Monitor and evaluate implementation in accordance with organisational requirements
- P8 Review the monitoring methods and use the results to improve future practice
- P9 Take action where implementation is not being achieved in accordance with the plans
- P10 Communicate the results of the evaluation to interested parties
- P11 Establish the impact of the implementation and the benefits to the organisation.

Knowledge and understanding

You need to know and understand:

- K1 The reasons for and benefits of continual improvement of energy performance
- K2 Resources required to implement potential improvements to energy performance
- K3 The types and sources of information required for planning
- K4 Relevant energy efficiency regulatory and good practice requirements applicable to the organisation
- K5 How to recognise the need for, and obtain, additional expertise and information within the required timescales
- K6 How to recognise the required skills of interested parties involved in improving energy performance
- K7 Ways in which interested parties can be involved in the planning process and reasons for their involvement
- K8 The process of delivering a measurable, timetabled and systematic implementation plan
- K9 Potential obstacles to improving energy efficiency and how to take them into account during planning
- K10 The necessary content of plans to improve energy efficiency
- K11 The appropriate presentation of plans for different purposes and different audiences
- K12 Reasons for monitoring and evaluating the effectiveness of implementation
- K13 Methods for monitoring and evaluating the effectiveness of implementation
- K14 Organisational requirements and procedures for monitoring and evaluating implementation
- K15 Ways in which the results of the evaluation should be communicated
- K16 Types of documentation required for monitoring and evaluating the implementation of plans.

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Suite Environmental Awareness and Management; Horticulture

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