

Provision of Heat Decarbonisation Plans

A Proposal for SCC Group

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INSPIRED
ENERGY

1. Executive Summary	2
1.1 Your Needs	2
1.2 Our Solution	2
2. Introduction	4
Our understanding of your requirements.....	4
3. The Inspired Solution	5
3.1 Phase 1a – Desktop Audit – data review	5
3.2 Phase 1b – Strategy Planning	5
3.3 Phase 2 – Site Survey	6
3.4 Phase 3a – Opportunity qualification – establishing Decarbonisation & Energy Saving Opportunities	6
3.5 Phase 3b – Final Report.....	6
3.6 Phase 3c – Action Plan	7
4. Next Steps	7
5. Why Inspired.....	8
6. Important Notes and Restrictions	8
7. Fee Schedule and Acceptance	9

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1. Executive Summary

To help achieve our society's Net Zero goals, and make them a leading example, the public sector has been set particularly aggressive emission reduction targets. Coupled with tight budgets, organisations are under increased pressure to take a robust approach toward decarbonising.

1.1 Your Needs

Based on our previous conversation we believe you require a Heat Decarbonisation Plan to help identify the decarbonisation opportunities available through the following methods listed below.:

- › Changes in operation and system/building upgrades
- › Replacement of conventional building heating systems with low carbon alternatives

Having been unsuccessful with the LCSF grant application, your organisation is considering funding the completion of a Heat Decarbonisation Plan internally.

Additionally, you would like this Heat Decarbonisation plan to help apply for any grant schemes available in the near future such as the Public Sector Decarbonisation Scheme (PSDS), therefore the Heat Decarbonisation plan needs to be in line with the latest Salix Guidelines.

The next phase of the PSDS is planned to open in October 2022, with further windows expected to be available up until 2025. Whilst the plan will not be ready in time for the next round of PSDS i.e., in October 2022 this will allow your organisation to get a better understanding of its options and provide the ability to implemented some of the changes identified In the latest Net Zero Strategy released by the government department for BEIS, they highlighted that £1.425 billion of additional funding is available via the PSDS between 2022/23 and 2024/25.

1.2 Our Solution

A Heat Decarbonisation Plan provides clarity on the investment opportunities available to your estate. This will be achieved through:

- › A desktop audit to compile necessary data of your estate. For example, floor plans or energy consumption data.
- › A strategy report in line with Salix guidance (the funding scheme administrator)
- › A technical site survey
- › Qualification of decarbonisation opportunities
- › A final report
- › An action plan

Whilst we understand the pressure your organisation is currently under, we have proposed completing the Heat Decarbonisation Plan in stages, thus allowing you to budget for this appropriately as well as ensure each phase of the work completed provides a certain return on investment to be able to fund the next phase of work.



Our Solution

2. Introduction

Our understanding of your requirements

SCC Group requires specialist support to complete a Heat Decarbonisation Plan, setting out a high-level roadmap to reduce the carbon intensity of heating plant within your premises.

The objective is to assess the decarbonisation opportunities available at the academy sites through changes in operation, system upgrades, and replacement of conventional building services with low carbon alternatives through the introduction of heat networks, optimisation/adaptation of the existing plant equipment or via a process of electrification which may require the installation of on-site generation and energy storage.

This will be prepared through a combination of site surveys and desktop analysis to develop a comprehensive understanding of your full estate.

The output will be a written report detailing our findings and recommendations, in line with the Heat Decarbonisation Plan guidance produced by Salix Finance.

3. The Inspired Solution

We provide a comprehensive solution to support your organisation in compliance with energy management and disclosure regulations. We don't just do surveys; we can also develop your feasibility study allowing you to apply for PSDS funding.

Before completing a feasibility study, you need a high-level heat decarbonisation plan that provides clarity on the investment options available. By doing this, we deliver to you:



3.1 Phase 1a – Desktop Audit – data review

In completing a Desktop Audit, we compile necessary and useful data about the academy. We liaise with your nominated Point of Contact to collect the building and energy consumption data.

The information we will ask you for (if not provided already) includes:

- Portfolio details and site addresses
- Floor plans and heating/electrical schematics
- Detailed heating and cooling plant information (make, model, type size), including any condition reports
- Energy consumption and invoicing details
- Information on any metering/submetering and Building Management Systems (BMSs) installed in the buildings
- Details of any retrofitted energy efficiency measures
- Building condition status reports and known thermal performance
- Occupation and operating times of the buildings (or separate areas of the building)
- Known plans for future energy efficiency investment and/or expansion or rationalisation of each site

3.2 Phase 1b – Strategy Planning

Armed with the information from the data review, our consultants will commence your strategy report. In line with Salix Guidance, this will consider the following:

- › **Buildings** – an overview of the estate, current building services, and energy intensity for each premise included in the plan
- › **Resources** – a review of the management and governance of energy and building services in your organisation
- › **History** – an outline of previously planned and implemented energy efficiency works including monitoring and verification
- › **Heat Network opportunities** – Heat Networks within the area
- › **Electrical loading** – Distribution Network Operator Capacity
- › **Supporting information**
- › **Main Challenges** to be addressed, including technical, financial, and operational constraints

3.3 Phase 2 – Site Survey

Once the initial data review is complete, we undertake the technical site surveys. Our energy assessors will be furnished with the information collected from the Data Review, guiding the areas of focus in the survey, and ensuring our time on site is used to the best effect.

The survey will include the following assessments:

- › Review of the building envelope, performance, and structural integrity.
- › Review of energy-consuming plant for efficiency, control arrangements (timers, set-points, etc.), and usage, including heating, ventilation and air-con (HVAC), domestic hot water (DHW) equipment, medical equipment, and small power.
- › Review of how heating (and cooling) is delivered.
- › Interrogation of the Building Management System (BMS) if applicable.
- › Breakdown of energy consumption by equipment on-site to establish significant energy users.
- › Feasibility of swapping in different types of low-carbon heating systems in place of the existing gas-fired plant.

We will need access to plant rooms and other critical areas of the Colleges so recommend that surveys are undertaken during off-peak or non-operational hours (such as half term) if possible and where appropriate. We liaise with the nominated Point of Contact to arrange a suitable date and time for the surveys to be undertaken.

3.4 Phase 3a – Opportunity qualification – establishing Decarbonisation & Energy Saving Opportunities

Following the surveys, a written report is produced which will include the identification of viable energy conservation and decarbonisation measures at your site. Pertinent information from these reports will be transposed into the Heat Decarbonisation Plan.

Subject to site viability for each measure, you can expect the following deliverables:

- › Opportunities for energy-saving alterations to plant and equipment, including upgrades or repairs to control equipment to allow improved efficiency.
- › Upgrades required to heat distribution system.
- › Recommendations on viable electrically powered heating systems and cost-benefit analysis.
- › Assessment of commercial options for on-site generation opportunities and cost-benefit analysis.
- › Financial risk assessment of recommended measures, including energy price volatility forecasting and innovative technologies.
- › Calculated budget costs and savings resulting from proposed measures, including energy and carbon savings.
- › Carbon offsets as part of achieving Net Zero for the particular site.

3.5 Phase 3b – Final Report

The final report will be produced in your colours, font and branding, with all recommendations included in the final report being agreed with you before publication, in line with your decarbonisation requirements.

3.6 Phase 3c – Action Plan

In line with the guidance, we will also include a suite of SMART Actions that SCC Group can undertake to deliver real carbon benefits.

For example:

	Action	cost	Outcome
Short-term	Embed estate decarbonisation strategy	£TBC	Formal strategy to achieve Net Zero targets
	Replace residual fluorescent lighting with LEDs	£290,000	Reduce electricity load and emissions
	Install photoelectric daylight dimming where recommended	£9000	Reduce electricity load; better working environment
Medium-term	Insulate building where recommended	£400,000	Reduce electricity load; better working environment
	Install double glazing where recommended	£1,300,000	Reduce electricity load and emissions
	Procure 100 REGO backed renewable electricity	£TBC	Carbon emissions associated with electricity reduced
Long-term	Install VRF Systems where recommended	£2,000,000	Improved efficiency in delivering heating/cooling
	Upgrade kVA as recommended	£TBC	Additional kVA required to install electric heating
	Swap out gas heating system for electrical alternative	£TBC	Reduce electricity load; better working environment

4. Next Steps

To facilitate the delivery of the Heat Decarbonisation Plan, Inspired Energy will provide suitable templates for the purpose of data collection. We would require these templates to be completed and returned before any report writing work can commence. The information we will require is as follows:

- 1) Completed Template providing:
 - a. Consumption and Costs (Monthly or Half Hourly) for all gas, electricity, and other site energy consumption details covering a recent 24-month period (covering pre- and post-covid consumption)
- 2) List of existing and planned energy saving measures implemented or planned in the near future
- 3) Site drawings and plans where available
- 4) Site access and availability of staff involved in plant operation

If you have any questions or concerns about the above, please raise these at the earliest opportunity.

5. Why Inspired

Since 2018, Inspired has been the leading independent energy advisor in the UK as verified by Cornwall Insight. We provide expert assurance and optimisation services helping organisations like Shebbear College, Bedford College, and Birmingham City Council to manage energy costs, and deliver Net Zero Carbon and heat decarbonisation objectives.

Our Energy Assessors and Environmental Consultants have experience in delivering heat decarbonisation plans across every type of building portfolio. By following the outlined step above they've been able to provide you with the additional benefits:

- › **Save time** - collating and analysing annual energy consumption data
- › **Peace of mind** – Receiving 100% funding for your project is a key enabler to achieving your Net Zero goals. By setting a clear plan with the help of experienced professionals that understand the legislation, you'll have the peace of mind that you're ready to apply to schemes like the PSDS.
- › **Improve your DEC ratings** – we can provide a schedule for DEC ratings and accompanying Advisory Reports to help manage your portfolio and ensure these are always renewed on time. These services sit outside the scope of this proposal.

6. Important Notes and Restrictions


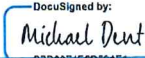
You are advised to take account of the following notes that relate to this proposal:

1. Inspired will use all reasonable endeavours to complete this work within the timeframes available but will require access to information held by you. Your co-operation is essential to assist us in these endeavours and all target delivery dates are dependent on this co-operative partnership approach.
2. Site visits will be completed subject to surveyor availability under social distancing rules; Inspired accept no liability for delay or disruption to delivery due to restriction of movements between COVID-19 Alert Tiers, requirement for members of our survey team to enter isolation measures, or any other restrictions introduced because of the impacts of Covid-19.
3. The price quoted includes travel, subsistence, and excludes VAT. Any alterations to the surveyors' planned schedule of site visits resulting in additional journeys may be levied as an additional charge.
4. Please note that in the event of an agreed site visit not being possible on arrival due to the non-availability of site staff, the visit will be rescheduled. This may severely impede Inspired's ability to deliver the report for that site by the agreed delivery date and it may be necessary to raise an aborted site visit charge.
5. Invoices shall be issued upon completion of these services with 30 days payment terms.

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7. Fee Schedule and Acceptance

To accept this proposal, please complete and return this page with the relevant options selected. Upon receipt, we will countersign for your records and appoint a consultant to commence work.

Client Acceptance Form			
Service Provider:	Inspired Energy Solutions Limited, a company incorporated and registered in England & Wales (registered number 04005541), whose registered office is at Unit 29, Progress Business Park, Orders Lane, Kirkham, Preston PR4 2TZ.		
Client:	SCC Group, whose registered headquarters is at Dronfield Rd, Salford M6 7FR		
Main Contact (Including any Notices):	Name:	John Walls	Email: John.Walls@salfordcc.ac.uk
	Job Title:	Head of Estates & Facilities	Phone: 0161 631 5529 / 07957-815523
Alternative Contact:	Name:	Alec Wright	Email: Alec.Wright@salfordcc.ac.uk
	Job Title:	ESTATES MANAGER	Phone: 07702 150075
Finance/Purchase Order Contact:	Name:	KATHERINE POWFORD	Email: Katherine.Powf@Salfordcc.ac.uk
	Job Title:	FACILITIES COORDINATOR	Phone: 0161 631 5265
This Agreement, comprising the Proposal, Client Acceptance Form and Terms and Conditions (please see the attached Group General Terms Conditions), describes the terms on which the Service Provider has agreed to provide the Services.			
Client Portfolio:	Based on information stated in the Proposal		
Services	<input checked="" type="checkbox"/>	Heat Decarbonisation Plan – Desktop Based (Phase 1)	
	<input checked="" type="checkbox"/>	Heat Decarbonisation Plan – Site Survey (Phase 2)	
	<input checked="" type="checkbox"/>	Heat Decarbonisation Plan – Final Report (Phase 3)	
Fees Payable:	to be split accordingly on completion of each Phase		
Initial Term:	One-off		
Payment Method:	Direct Fee invoiced accordingly on completion of each Phase		
Purchase Order Number	PO 24899		
The Client has read this Agreement and on acceptance, the Client agrees to be bound by its Terms and Conditions. The Client understands that this Agreement shall not be binding on the Service Provider until it has been signed on its behalf.			
Signature for the Client:			Position: HEAD OF ESTATES AND FACILITIES
Name (Block Capitals):	JOHN WALLS		Date of Agreement: 10 th NOVEMBER 22
Signature for Inspired Energy Solutions Limited:			Position: Managing Director: Energy Services
Name (Block Capitals):	Michael Dent		Date of Agreement: 30 November 2022

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