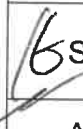
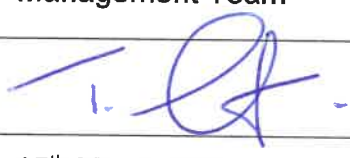




Energy Management System

WEXFORD COUNTY COUNCIL POLICY – ENERGY MANAGEMENT SYSTEM	
Document Reference:	WCC.EMS.POL01
Drafted by & Responsible for Review:	Energy Team
Approved for Issue by:	Director of Services Environment & Climate Change
Document Ratified by:	Management Team
 Signed Chief Executive:	
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Document History		
Number	Date	Details of amendment
01	20 th October 2020	Approval
02	7 th March 2023	Change in Energy and GHG reduction targets for 2030.

Energy Policy Statement

Wexford County Council is committed to achieving targets of 50% improvements in energy efficiency and 51% reduction in Green House Gas (GHG) emissions by 2030.

These commitments are outlined in a range of national and EU programmes and shall be achieved by Wexford County Council:

- Complying with all legal requirements and other requirements relating to energy as outlined in the programme for government;
- Adopting a continual improvement approach to energy performance and the Energy Management System within the Council;
- Providing the necessary resources and information to staff (and where relevant the public) to achieve these objectives and energy targets;
- Procuring energy efficient products and services that impact positively on energy performance;
- Embedding a design-led approach that considers energy performance as a key metric across services and projects;
- Supporting the development of renewable energy technology, and,
- Adhering to the National Climate Change Policy.

1. Purpose

This Energy Management System Policy describes Wexford County Councils Energy Management System (EnMS) and outlines the structures and responsibilities for the management of energy within Wexford County Council. The policy also describes Wexford County Councils energy management commitment to achieving energy savings in line with legal requirements and obligations. This applies to all activities and services provided by Wexford County Council.

2. Scope

This document demonstrates how Wexford County Councils Energy Management System meets the requirements of ISO 50001:2018.

The scope for achieving compliance with ISO 50001:2018 is outlined in the document WCC-EMS-DOC04 Scope and Boundaries of WCC Energy Management System and relates to all employees, buildings and facilities under the control of Wexford County Council. It includes all activities, provision of training, maintenance of equipment and facilities, management of contractors and visitors use of energy.

3. Leadership and Commitment

Management shall demonstrate Leadership and Commitment with respect to continual improvement of its energy performance and the effectiveness of the Energy Management System (EnMS) by;

- a. Ensuring the EnMS scope and boundaries are adhered to.
- b. Ensuring the energy policy objectives and targets are met and are compatible with the strategic direction of the organisation.
- c. Ensuring the integration of the EnMS into the requirements of the organisations business processes.
- d. Ensuring that action plans are approved and implemented.
- e. Ensuring that the resources needed for the EnMS are available.
- f. Communicating the importance of effective energy management and conforming to the EnMS requirements.
- g. Ensuring that the EnMS achieves its intended outcome.
- h. Promoting continual improvement of energy performance and the EnMS.
- i. Ensuring the continued support for the energy team.
- j. Directing and supporting staff to contribute to the effectiveness of the EnMS and to energy performance improvement.
- k. Supporting other relevant management roles to demonstrate their leadership as it applies to their area of responsibility.
- l. Ensuring that the Energy Performance Indicators (EnPI's) for the organisation appropriately represent the energy performance of the organisation.
- m. Ensuring processes are in place to identify and address changes in the EnMS.

4. Energy Management System

4.1. General Requirements

Wexford County Council shall establish, document, implement, maintain and continually improve an Energy Management System in accordance with ISO 50001:2018 to manage the energy use of all WCC's activities, services and facilities under its control.

4.1.1. Objectives and Energy Targets

Wexford County Councils energy team sets objectives and energy targets as part of its review process. New objectives will be established each year in the annual review. Outcomes from the review will be documented and an action plan drawn up which will be included in WCC's forthcoming budget plans for the year ahead. The objectives are then reviewed at the next year's energy team review. This management review process is conducted by the energy team.

4.1.2. Availability of Information and Necessary Resources

Management at Wexford County Council demonstrates its commitment to ISO 50001:2018 by ensuring the availability of resources essential to establish, implement, maintain and continuously improve the Energy Management System. Resources include the allocation of technical personnel and equipment to manage the energy use and the dedication of financial resources for energy management in the annual budget.

4.1.3. Legal and other requirements

Wexford County Council will take into account the legal requirements and other requirements, to which it subscribes. The programme for achieving its objectives is coordinated by the Energy Performance Officer and the energy team.

Wexford County Council has identified all energy management regulatory requirements that pertain to its activities through use of Wexford County Councils web based Legal Register – **Red-on-Line**. This register is continuously reviewed and updated where necessary to meet changing circumstances in accordance with Wexford County Councils legal compliance requirements.

4.1.4. Commitment to Continual Improvement

Wexford County Council ensures that senior management shall review the energy management system at planned intervals, to ensure its continuing suitability, adequacy and effectiveness. Reviews shall include assessing opportunities for improvement and the need for changes to the Energy Management System, including the Energy Management System policy and objectives. Records of the management reviews shall be retained.

Inputs to Management Team meetings shall include some or all of the following:

- a) Results of internal audits and evaluations of compliance with applicable legal requirements and with other requirements to which the organisation subscribes;
- b) Changes in external and internal issues and associated risks and opportunities that are relevant to the EnMS.
- c) Relevant communication(s) from external interested parties, including complaints.
- d) The energy performance of Wexford County Council.
- e) The extent to which objectives have been or are being met.
- f) Follow-up actions from previous management reviews.
- g) Changing circumstances, including developments in legal and other requirements related to energy management, and,
- h) Recommendations for improvement.

4.1.5. Procurement of Energy Efficient Products and Services

Senior management is committed to the procurement of energy efficient products and services that impact energy performance of all activities and services provided by Wexford County Council.

When procuring energy using products, equipment and services that have, or can have, an impact on SEUs, Wexford County Council shall inform suppliers that energy performance is one of the evaluation criteria for procurement.

4.1.6. Implementation and Operation

a) Roles & Responsibilities

Wexford County Council's Energy Performance Officer together with the Energy Team will lead the implementation of this energy policy under the direction of the Director of Service Environment & Climate Change. This will be delivered through regular meetings and support for the implementation of goals and objectives which set out the responsibility for management of energy use for all staff across facilities, equipment and services under their control.

b) Competence, Training and Awareness

Wexford County Council aims to ensure that all staff members under its control are competent on the basis of appropriate education, training or experience to perform tasks that can impact on the energy management system.

c) Communication, Participation and Consultation

Wexford County Council has established and maintains a procedure for internal communication between the various levels and functions of the Council on all matters

relating to energy use and management as outlined in the communication policy. See WCC.EMS.DOC06 Staff Awareness and Communication.

Wexford County Council has an assigned Energy Performance Officer and maintains an energy team to participate in Energy Consultation for:

- Appropriate involvement in energy use identification and investigation.
- Involvement in the development and review of energy policies and objectives.
- Consulted where there are any changes that affect the organisations energy use.
- Representation on energy performance matters.

4.1.7. Review and updates

Wexford County Council ensures that internal audits of the Energy Management System are conducted at planned intervals to:

- a. Determine whether the Energy Management System:
 - conforms to planned arrangements for energy management including the requirements of the ISO 50001 standard,
 - has been properly implemented and is maintained, and
 - is effective in meeting the organisations policy and objectives.
- b. Provide information on the results of audits to management.

The audit programme for Wexford County Council consists of internal audits carried out by internal energy auditors, and external audits carried out by a competent contractor or ISO 50001 certification body.