

Action on Energy & Buildings	Building/s	Timescale
Subscribe to CIBSE 100 Hours campaign at the end of the year	all	October to December 2010
Instigate an investigation into BMS usage and upgrade programme.	all	October 2010 to March 2011
Investigate plant equipment running times and adjust where appropriate. This is a key tranche of the BMS survey.	all	October 2010 to March 2011
Review AHU filters and identify if more efficient systems can be used. This is a key tranche of the plant equipment survey.	all	October 2010 to May 2011
Investigate condition of existing CHP equipment. This is a key tranche of the plant equipment survey.	all	October 2010 to March 2011
Condition survey plant equipment at all sites	all	October 2010 to March 2011
Trial energy saving campaign in Kings house in preparation for 100 Hours campaign	Kings House	01-30 April 2010
Utilise security patrols to switch off electrical items left on overnight. This is a key tranche of the Kings House trial.	all	01-31 July 2010
Review lighting in all sites and develop a replacement strategy	all	October 2010 to March 2011
Dyson Airblades, which use a powerful blast of air but without heat, are being purchased to replace old, existing higher energy hand dryers and paper towels in key buildings.	Hove Town Hall, Kings House	April 2010 to September 2011

Action on staff travel	Critical Success Factor	Deadline
Increase the number of staff signing up to the Tax-Free Bike Scheme to 300	Effective Communication to all staff	30 March 2011
Increase the number of staff signing up to cycle training courses to 40	Effective Communication to all staff	30 March 2011
Increase the number of staff signing up to cycle maintenance training to 20	Effective Communication to all staff	30 March 2011
Increase the number of staff taking a bus/rail season ticket loan to 250	Effective Communication to all staff	30 March 2011
Increase the number of staff signing up to the City Car Club scheme for business purposes to 1000	Effective Communication to all staff	30 March 2011
Pool bikes in every council building	Business insurance in place for all staff users	30 March 2011
Add 1 new real time display (Barts House refurb)	Installed following refurb	30 March 2011