



# Energy Policy

## Purpose

- The purpose of this policy is to achieve a higher level of energy efficiency and continually improve energy management in accordance with Unitec's Environmental Sustainability Strategy<sup>i</sup>.
- This policy is prepared in accordance with ISO 50001:2011, *Energy management systems*<sup>ii</sup>, which provides management strategies to increase energy efficiency, reduce costs and improve energy performance for public and private sector organisations.
- Energy management forms an integral part of the sustainable practices Unitec is adopting to become a more environmentally sustainable business. Through the adoption, demonstration and championing of energy management best practice Unitec will provide an opportunity to enhance the student experience, learning, teaching and research.

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## Scope

This policy applies to all Unitec facilities and all staff members and any contractor, consultant or other person engaged by Unitec to conduct business on Unitec's behalf and must be read in conjunction with the Unitec's Environmental Policy and Sustainable Procurement Policy<sup>iii</sup> and Guidelines (under development).

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## Policy Statement(s)

Unitec is committed to producing, using and purchasing energy in the most efficient, cost effective and environmentally responsible manner possible. Unitec will practice energy efficiency throughout its premises, plant, equipment and vehicle fleets, demonstrating environmental responsibility and providing a role model for the commercial and industrial sectors.

To do this Unitec will:

- 1) Provide an example of energy efficient business practice and building management that will be integrated with teaching and research delivery
- 2) Continuously improve energy efficiency by:
  - i) Reducing energy consumption from a 2010 baseline.
  - ii) Establishing carbon emission measures and targets with the goal of becoming carbon neutral; and
  - iii) Ultimately aiming to produce buildings which are net producers of green energy<sup>iv</sup> or Net Zero Energy<sup>v</sup> buildings.

- 3) Establish and implement effective energy targeting and monitoring programmes and procedures across all campuses and areas of operation and ensure these programmes and procedures are integrated within Asset Management Plans.
  - 4) When selecting new and replacement appliances, equipment, and plant, options that are both cost effective and third-party energy efficiency certified will be considered. Life Cycle Costing procedures, instead of first capital cost only, will be a preferred option for all future equipment selection above \$5000 investment value.
  - 5) All new construction, remodeling, renovation, and repair projects are to take guidance from best practice certification requirements to the greatest extent possible e.g. Energy Star<sup>vi</sup>, EPEAT, <sup>vii</sup> Green Star Education Rating Tool<sup>viii</sup>, Living Building Challenge <sup>ix</sup>, Soft Landings <sup>x</sup> and NABERS<sup>xi</sup>
  - 6) Educate, motivate and enable employees and students to save energy at Unitec and at home by making energy consumption visible and explaining how they can influence this.
  - 7) Ensure that campus facilities maintain acceptable levels of indoor environmental quality and thermal comfort. All new buildings are to be constructed in accordance with NZGBC Green Star Education Design and Build8: Indoor Environmental Quality credits (and Energy -3: Carbon Dioxide Monitoring and Control where buildings are not naturally ventilated) to a minimum of 5 star; and
  - 8) Comply with any relevant legislation and related requirements.
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## Responsibilities

Responsibility for energy efficiency shall cascade throughout the organisation as follows:

Who	Responsibilities
<b>Commissioner/Council</b>	Endorsement of the commitment to energy efficiency targets through related project and plan approval and investment decision making.
<b>Chief Executive</b>	Ensuring adequate systems and controls are in place to create and manage energy efficiency.  Support establishment of Energy Management Group with representation from key areas of the organisation.
<b>Leadership Team</b>	Providing leadership and managerial commitment to the policy. To approve and resource implementation of energy targets, management plans and related project requirements.
<b>Energy Management Group</b>	Develop annual energy targets, determining the organisational priorities for achieving these and reporting to the Leadership Team on all relevant matters relating to energy management.
<b>Executive Director - People and Infrastructure</b>	Ensuring the inclusion of energy efficiency in strategic campus planning and investment portfolio decision making by checking the inclusion of relevant third party certification requirements, energy modelling and/or life cycle costing in investment approvals
<b>Director, Infrastructure Operations Manager, Infrastructure Operations</b>	Ensuring that building maintenance, plans for new builds, leases and new campus developments are carried out in a manner that improves energy efficiency.
<b>Manager – Sustainability and Wellbeing</b>	Be the Energy Champion for the organisation, developing annual energy targets, determining the organisational priorities for achieving these and reporting to Energy Management Group on all relevant matters relating to energy management.

<b>Manager - Procurement</b>	Ensure that procurement is carried out in compliance with this Policy, through inclusion of third party certification and where required, life cycle costing in tender and contract documentation.
<b>All managers</b> (including, but not limited to, Heads of Schools, Executive Directors and Managers)	<p>Management of energy use within their areas of responsibility, and ensuring that, for all activities within their areas of responsibility:</p> <ul style="list-style-type: none"> <li>i) any issues or additional demands on energy use are identified and have appropriate plans developed, approved and implemented for optimal energy consumption; and</li> <li>ii) the procurement of any goods or services is carried out in accordance with this policy and the Sustainable Procurement Policy and Guidelines.</li> </ul>
<b>All staff members and any contractor, consultant or other person engaged by Unitec or its subsidiaries to conduct business on Unitec's behalf</b>	Management of energy use within their area of work, identification of potential energy savings and advising their managers of these.

## Reference Documents

- i [Unitec's Environmental Sustainability Strategy](#)
- ii [ISO 50001:2011, Energy management systems](#)
- iii Environmental Policy and Sustainable Procurement Policy
- iv [Australasian Campuses Towards Sustainability](#) (ACTS) LIFE Tool defines **Green (or renewable) energy** as: *Energy that comes from natural resources and is renewable (naturally replenished). For this survey, this includes sustainable energy which can be defined as energy that meets the needs of the present without comprising the future. All products sold as certified green energy by energy retailers (e.g. Green Power) can be included in this section*
- v [Living Building Challenge Standard 2.0](#) Net Zero Energy 07: *Renewable energy is defined as passive solar, photovoltaics, solar thermal, wind turbines, water powered microturbines, woody biomass, direct geothermal or fuel cells powered by hydrogen generated from renewably powered electrolysis. Nuclear and combustion energy is*
- vi [Energy Star](#)
- vii [EPEAT](#)

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viii	<a href="#">Energy Star</a>
ix	<a href="#">Education 2009 Green Star Rating Tool</a>
x	<a href="#">Soft Landings</a> BSRIA (The Building Services Research and Information Association)
xi	<a href="#">NABERS</a>

## Approval Details

<b>Version number</b> (this version)	2	<b>Issue Date</b> (this version)	14 October 2019
<b>Version History</b> (Amendments made to this version)	Date of amendment/s: <ul style="list-style-type: none"> <li>22 August 2012</li> <li>August 2019</li> </ul>	Amendment/s: <ul style="list-style-type: none"> <li>New policy</li> <li>Minor edits to align with Renewal Plan and update titles</li> </ul>	
<b>Consultation Scope</b> (if appropriate)	Organisation wide		
<b>Approval authority:</b>	Executive Leadership Team	<b>Date of Approval</b>	14 October 2019
<b>Policy Sponsor</b> (May have authority to approve minor amendments)	Executive Director – People and Infrastructure	<b>Policy Owner:</b>	Manager, Sustainability and Wellbeing
<b>Contact Person</b>	Maja Zidov	<b>Date of Next Review</b>	September 2022