

# Energy Reduction Policy

## Section 1 - Background and Purpose

(1) To ensure that La Trobe University reduces energy consumption, and related greenhouse gas emissions and costs in line with stated energy objectives and targets.

## Section 2 - Scope

(2) This Policy applies to all:

- a. operations, programs and research
- b. campuses and colleges
- c. staff, students and contractors undertaking energy related activities.

## Section 3 - Policy Statement

(3) La Trobe University is committed to continually improving its energy performance and reducing its greenhouse gas emissions profile.

(4) To achieve targets, the University will:

- a. Reduce energy demand throughout its operations
- b. Use energy more efficiently
- c. Source energy supplies from renewable sources
- d. Monitor, measure and report on energy consumption and generation data; and
- e. Promote awareness of the responsibility for energy conservation to all staff, students and contractors.

(5) Infrastructure and Operations is responsible for all data collection, measurement, monitoring and reporting of facility energy consumption and greenhouse gas emissions against University sustainability targets on an annual basis.

(6) Infrastructure and Operations is responsible for the design and construction of new and refurbished buildings. It will maintain Design Standards that provide guidance and requirements related to the development of buildings and infrastructure that will:

- a. Incorporate energy efficiency measures into new and refurbished buildings to achieve energy reduction targets, including the consideration of alternative and emerging technologies, energy efficient design, and the selection and sizing of appropriate plant, equipment, systems and other energy infrastructure.

(7) Infrastructure and Operations is responsible for the operation and maintenance of infrastructure, including the acquisition and supply of energy to infrastructure. The Division will address energy reduction by:

- a. Reducing energy demand
- b. Investigating energy efficiency measures and equipment for new and refurbished buildings
- c. Purchasing energy efficient plant and equipment; and
- d. Maintaining all plant, equipment, control and management systems to ensure efficient operation and minimise energy wastage.

(8) Information Services delivers information and communications technology (ICT) throughout the University. This Group will address energy reduction by:

- a. Procuring ICT equipment that minimises energy consumption; and
- b. Investigating and implementing other energy reduction initiatives that relate to ICT equipment and networks.

(9) Strategic Sourcing and Procurement is responsible for the sourcing of products and services. The Unit will address energy reduction by:

- a. Procuring products that minimise energy consumption and greenhouse gas emissions throughout the lifecycle of the product, including energy use during the manufacturing, use and end-of-life phases; and
- b. Ensuring that third party contractors are aware of this Policy.

(10) The Sustainability Policy and Planning Group (SPPG) is responsible for monitoring the incorporation of sustainable practices into all aspects of operations, curricula, teaching, learning and policies at La Trobe University. The SPPG will direct appropriate functional divisions to address energy reduction through:

- a. Oversight and co-ordination of strategies in the [La Trobe University Sustainability Plan 2015-2017](#);
- b. Overseeing and monitoring the University's activities with respect to agreements and memoranda which it has endorsed; and
- c. Monitoring of strategies, planning and targets according to an annual work plan and sequence of reporting requirements.

(11) Individuals (staff, students and contractors working at La Trobe University facilities) are expected to reduce energy use by:

- a. Increasing efficiency in the operation of personal equipment, and within the work/study environment;
- b. Complying with advice from ICT and Strategic Sourcing and Procurement regarding energy consuming products and equipment;
- c. Advising the relevant accountable area about inefficient practices when observed;
- d. Complying with energy reduction policies and procedures within and around the University.

## Section 4 - Procedures

(12) Refer to the Workplace Thermal Comfort Guidelines via the Infrastructure and Operations [Repairs and Maintenance Intranet](#).

## Section 5 - Definitions

(13) Nil.

## Section 6 - Stakeholders

Responsibility for implementation – Members of the Sustainability Policy and Planning Group.

Responsibility for monitoring implementation and compliance – Vice-President (Strategy and Development).

## Status and Details

<b>Status</b>	Historic
<b>Effective Date</b>	11th October 2016
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