

## CAIRNGORMS NATIONAL PARK AUTHORITY

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### FOR INFORMATION

**Title:** OFFICE GREENING: ENVIRONMENTAL REVIEW

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#### **Purpose**

To inform members on the result of the General Environmental Review carried out within the Grantown office by the Business Environment Partnership.

#### **Recommendations**

- The paper is presented for information and no specific recommendations are made.
- A number of points are covered in the Executive Summary annexed to this paper and members are asked to note these points.

#### **Executive Summary**

The Scottish Executive is committed to sustainable development and is working to ensure environmental concerns are placed at the heart of all public policy. This commitment extends to improving environmental performance across the public sector and CNPA is expected to play its part by adopting a suitable environmental management policy. The first step in working towards this has been completed. We commissioned an environmental review of our premises and a report has been produced. The Executive Summary attached to this paper provides a flavour of the issues covered. We will be looking at the report in more detail to consider what action, if any, needs to be taken to deliver more effectively and improve our environmental performance. Our Greening Policy and Response Plan will incorporate measurable targets and a means of review to monitor progress.

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## OFFICE GREENING: ENVIRONMENTAL REVIEW

### Executive Summary

An environmental review was carried out by the Business Environment Partnership - North East on 16<sup>th</sup> August 2004 at the Cairngorms National Park Authority headquarters in Grantown-on-Spey. The purpose of the review was to identify opportunities for improved resource efficiency, potential cost savings and to highlight opportunities for further investigation.

It was estimated that Cairngorms National Park Authority consumed approximately 32,549 kWh with an associated cost of £3,122 during the period July 2003 - July 2004. Electricity is used for office equipment, lighting and domestic appliances. It was determined that lighting and office equipment used the greater proportion of electricity. The site visit revealed an extensive use of energy efficient lighting and opportunities for reducing electricity consumption included an awareness raising campaign, energy efficient lighting, switching off and tariff renegotiations. Carrying out these recommendations could save CNPA approximately £477 - £607 per year and reduce electricity consumption by 7,028 kWh per year. In addition, reducing electricity consumption by 7,028 kWh per year would also save approximately £30 per year in climate change levy.

In addition CNPA also purchased approximately 12,672 litres of oil with an associated cost of £2,620 during the period June 2003 - June 2004. Oil is mainly used for heating at this site. Recommendations include regular maintenance of the boilers to maintain optimum efficiency.

Water use is currently unmetered at this site. It was estimated that installing a meter could save the organisation approximately £1,020 per year in water supply and treatment charges. In addition, general water saving measures, for example, cistern volume adjusters could save approximately £41 per year in supply charges and reduce water use by 60m<sup>3</sup>. It was recommended that CNPA contact Scottish Water and request a metering audit.

CNPA pay Highland Council approximately £552 per year for refuse collection charges. It was recommended that by reducing the volume of waste produced at this site that waste collection charges could be reduced by approximately £175 - £340 per year. Recommendations included monitoring the volume and type of wastes produced, removing individual office waste bins at desks, create recycling stations for commonly discarded waste materials and identify local composting initiatives for disposal of shredded office paper.

It is hoped that by considering and working through the recommendations made in each section that the Cairngorms National Park Authority will be able to realise the benefits of environmental management.