

FOI/CCN/AC YR19-20/18-02-20 – PE -Resp

3rd March 2020

Address

Via email: request-647743-e5d3b528@whatdotheyknow.com

Dear Paul,

Freedom of Information Request

Thank you for your request for information which was received by the City College Norwich on the 18th February 2020.

I deal with Freedom of Information requests on behalf of City College Norwich (CCN) which is part of the Transforming Education in Norfolk (TEN) Group and your request has been referred to me. Norfolk Educational Services Limited (NES) undertakes certain administrative and operational functions on behalf of the TEN Group

You have asked for the following information, the response for each question follows immediately after each question asked.

1. How many buildings do you occupy which have air conditioning. Provide addresses?

4 buildings - Cromer, Blakeney, Wroxham, Norwich & Nursery, all at City College Norwich, Ipswich Road, Norwich, NR2 2LJ

2. Who is the responsible person for ensuring that your buildings are legally compliant on this mandatory environmental matter? Provide the name, position, address, email address and direct telephone number of the responsible person.

The responsible person would be the Chair of the Board of Governors CCN, with operational responsibility delegated to Norfolk Educational Services, Estates and Facilities Department who manage the Air Conditioning Equipment.

- Contact can be made with the CCN Chair of the Board of Governors (Andrew Barnes) via the Clerk to the Corporation:
Tel: 01603 773657
Email: Clare.Johnson@ccn.ac.uk
Address: City College Norwich, Ipswich Road, Norwich, NR2 2LJ

Information also available via the CCN website:

<https://www.ccn.ac.uk/our-college/city-college-norwich-corporation-and-governance/>

3. All reports are mandatorily lodged on a Government database. No reports are currently lodged or are out of date, you are therefore non-compliant. Has your Governing Body been made aware of this breach?

We have current DEC reports lodged on the Government Database carried out by ESOS qualified Assessors. Report Ref No 9884-2052-0839-0091-5905 (Norwich Building) for example included a specific recommendation relevant to Air Conditioning Equipment as follows: -

“Engage experts to assess the air conditioning systems in accordance with CIBSE TM 44. (This could be an appropriate opportunity to engage an accredited energy Assessor to undertake an inspection in compliance with the Energy Performance of Buildings Regulations)” This recommendation was identified as having a LOW impact.

Furthermore, Department for Communities and Local Government guidance document “A guide to air conditioning inspections for buildings” includes the following: -

“The purpose of the inspection report is to ensure that the building owner or manager is provided with information regarding the efficiency of the air conditioning systems that they control, together with advice on how to improve the energy efficiency of the system, to identify opportunities to save energy and to reduce operating costs.”

“There is no legal requirement to act on the recommendations. Acting on the advice and key recommendations in the inspection report and rectifying faults or making appropriate improvements, where this is attractive and cost effective, will contribute to the efficient running of air conditioning system, which will contribute to a reduction in carbon emissions and reduce the operating costs for the building occupants.”

“In many cases it will be clear that the building and systems are already well understood, documented and commissioned, with records available showing that the equipment has been regularly maintained to a good standard. In such cases, the scope of an energy inspection could be reduced in extent and the inspection report brief, with the main content advising on opportunities for load reduction or on alternative solutions not previously considered. In other cases the energy assessor may find it necessary to suggest relatively basic maintenance, such as cleaning or repairs, to equipment whose efficiency has evidently suffered through neglect.”

City College Norwich have in place a thorough and regular maintenance and servicing regime. Furthermore, all Air Conditioning plant is asset managed in terms of performance and likely lifetime, with a costed replacement programme in place. This combined with the relevant Low Impact Recommendation from the ESOS DEC Assessor has informed the approach to Air Conditioning Compliance.

4. Provide the name and email address of the ultimate person who has made the decision to ignore this Environmental Legislation.

CCN has not ignored the legislation, rather a holistic, informed and structured approach to Air Conditioning Assessment is in place – see above.

5. Provide the name and email address of the Board Principal/Director of the College.

Contact can be made with the CCN Principal/CEO – Corrienne Peasgood via the CCN website: <https://www.ccn.ac.uk/contact-city-college-norwich/talk-to-the-city-college-norwich-principal/>

6. If you use a Facilities Management Company to manage compliance, who are they?

No – Norfolk Educational Services manage compliance on behalf of CCN

I hope the above responses answer your question. If you have any queries in relation to the information provided, please contact me.

If you are in any way dissatisfied with the handling of your request you may ask for a review. You can do this by writing to me at the address immediately below within two months of the date of this letter. It would help us with the review if you could explain which aspects of this reply concern you and why you are dissatisfied.

Professional Services Team
Norfolk Educational Services Ltd
City College Norwich
Ipswich Road
Norwich
NR2 2LJ

If you are not content with the outcome of an internal review, you have the subsequent right of appeal to the Information Commissioner at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF

Yours sincerely,

Pete Beacock
Information Compliance and Policies Assistant
Professional Services
Norfolk Educational Services
Tel: +44 (0)1603 773176
Peter.Beacock@ccn.ac.uk
<http://www.ccn.ac.uk>