

[REDACTED]

Date: 17 June 2024
Reference: F0006865

Dear [REDACTED]

Thank you for your request of 3 June 2024, for the release of information held by the Civil Aviation Authority (CAA). For reference your original enquiry was as follows:

*****Gas and Electricity Contracts: *****

1. *Energy Provider*
2. *Annual Spend for each provider for the past 3 financial years.*
3. *Contract Duration (Including any extensions)*
4. *Contract start date*
5. *Contract Expiry Date*
6. *Contract Review Dates*
7. *Contact details of the person responsible, including job title*
8. *Total Consumption of Gas, please provide me with the latest figure in cubic metres.*
9. *Total Consumption of Electricity (NHH), please provide me with the latest figure in kWh for the past 3 financial years.*
10. *Total Consumption of Electricity (HH), please provide me with the latest figure in kWh for the past 3 financial years.*

Energy Management System Contract(s) - Contract(s) relating to the organisation's energy management system. An energy management system (EMS) is a system of computer-aided tools used by operators of electric utility grids to monitor, control, and optimise the performance of the generation or transmission system.

If the organisation does not have an Energy Management System, please confirm when this will be implemented. It would be great if you mention the tentative date/month.

Energy Management System

1. *Provider name*
2. *Annual Spend*
3. *Contract Duration (Including any extensions)*

Civil Aviation Authority

Aviation House, Beehive Ring Road, Crawley, West Sussex RH6 0YR. www.caa.co.uk

Email: foi.requests@caa.co.uk

4. *Contract Expiry Date*
5. *Contract start date*
6. *Contract Review Date*
7. *Contract Description – A description of the services provided.*
8. *Brand of the software*
9. *Total number of meter points for electricity:*
 - a. *Non-Half Hourly (NHH) meter points*
 - b. *Half Hourly (HH) meter points*
10. *Total number of Gas meter points*
11. *Total number of meter points for specialist gases and liquids*
12. *Contact details of the person responsible, including job title*

Your request has been considered in line with the provisions of the Freedom of Information Act 2000 (FOIA). I can confirm that the CAA holds information within scope of the above enquiry; if I may I shall address each of your points in turn:

****Gas and Electricity Contracts: ****

1. Energy Provider:

Gas – Total Energies, Electricity – EDF

2. Annual Spend for each provider for the past 3 financial years.

Electricity	2021/22	2022/23	2023/24	Supplier	Notes
Aviation House	253,875.89	262,200.89	388,259.08	EDF Energy	
Westferry				Landlord	
Manchester	728.77	2,251.74	1,316.71	Landlord	Only part year has been invoiced for 21/22 and 23/24 by Landlord
Gas	2021/22	2022/23	2023/24	Supplier	
Aviation House	61,402.16			Corona Energy	
Aviation House		77,117.91	71,808.32	TotalEnergies Gas & Power	
Stirling	741.54	2,578.96	6,808.19	Centrica Group British Gas T/A Scottish Gas	

3. Contract Duration (Including any extensions)

Rolling Contract using Crown Commercial Services Contract.

4. Contract start date

Current records indicate Gas contract started in 2009 and Electricity started in 2016 for Aviation House.

5. Contract Expiry Date

Not applicable – rolling contract.

6. Contract Review Dates

Not applicable, Crown Commercial Services provide energy buying and benchmarking services.

7. Contact details of the person responsible, including job title

The information you are requesting, namely contact details of a specific individual, is exempt by way of section 40(2) of Freedom of Information Act since disclosure of this information would breach current data protection legislation.

The individual concerned has not consented to their personal data being disclosed. The management of the contracts, however, falls within the remit of our procurement team, I can provide contact details for the team in general:

Email: procurement@caa.co.uk.

Website: [How and what we buy | Civil Aviation Authority \(caa.co.uk\)](https://www.caa.co.uk)

8. Total Consumption of Gas, please provide me with the latest figure in cubic metres.

Total consumption for FY23/24 for all sites (owned, rented) included in CAA's annual report (Scope 1): 1,854.7 kWh (m3).

There are 3 sites where CAA pays the bills directly: Aviation House, Stirling and Portland House. The gas consumption for these sites in FY23/24 is:

	Gas use FY23/24	
	kWh	m3
Total (scope 1) (owned and rented offices)	1,854,727	174,479

	Gas use FY23/24	
	kWh	m3
Aviation House	1,761,412	165,701
Stirling	21,210	1,995
Portland House (doesn't not use gas)	0	0
Total for 3 sites	1,782,622	167,696

9. Total Consumption of Electricity (NHH), please provide me with the latest figure in kWh for the past 3 financial years.

Total consumption for FY23/24 for all sites included in CAA's annual report (Scope 2, including HH, NHH and electricity from rented offices): 1,701,557.4 kWh.

There are 3 sites where CAA pays the bills directly: Aviation House, Stirling and Portland House.

Electricity use (kWh)		
FY23/24	FY22/23	FY21/22

Total (scope 2) (NHH, HH and rented offices)	1,701,557	1,633,728	1,885,544
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	Electricity use (kWh)		
	FY23/24	FY22/23	FY21/22
Aviation House Annex (NHH)	89,004	83,754	44,414
Stirling (NHH)	11,776	11,348	15,252
Portland House (NHH)	33,666	33,636	22,642
Total for 3 NHH sites	134,445	128,738	82,308

10. Total Consumption of Electricity (HH), please provide me with the latest figure in kWh for the past 3 financial years.

I am assuming this request is only for the sites where CAA pays the bill. We only have one site with HH meters (Main Building of Aviation House)

	Electricity use (kWh)		
	FY23/24	FY22/23	FY21/22
Total (scope 2) (NHH, HH and rented offices)	1,701,557	1,633,728	1,885,544

	Electricity use (kWh)		
	FY23/24	FY22/23	FY21/22
Aviation House Main Building (HH)	1,440,615	1,328,963	1,566,504

Energy Management System Contract(s) - Contract(s) relating to the organisation's energy management system. An energy management system (EMS) is a system of computer-aided tools used by operators of electric utility grids to monitor, control, and optimise the performance of the generation or transmission system. Peter to confirm.

If the organisation does not have an Energy Management System, please confirm when this will be implemented. It would be great if you mention the tentative date/month.

Energy Management System.

1. Provider name
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I can confirm that the energy management tool used by the CAA is an are now using is currently an “in-house” software tool. which records energy usage and costs across our premises.

We have no specialist gases / liquid in any of our premises, and thus no meters nor an “approved person” role within the CAA.

It is, therefore, the CAA’s position that for the above elements of your request the CAA holds no relevant in-scope information.

If you are not satisfied with how we have dealt with your request in the first instance you should approach the CAA in writing at:-

FOI.Requests@caa.co.uk

The CAA has a formal internal review process for dealing with appeals or complaints in connection with Freedom of Information requests. The key steps in this process are set out below. A request for an internal review should be submitted within 40 working days of the date of this letter.

Should you remain dissatisfied with the outcome you have a right under Section 50 of the FOIA to appeal against the decision by contacting the Information Commissioner at:-

Information Commissioner’s Office
FOI/EIR Complaints Resolution
Wycliffe House
Water Lane
Wilmslow
SK9 5AF
<https://ico.org.uk/concerns/>

If you wish to request further information from the CAA, please use the form on the CAA website at FOI - Freedom of Information (caa.co.uk).

Yours sincerely

Freedom of Information Team

Information Rights Specialist
Communications & Engagement Team
Civil Aviation Authority



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At the CAA we respect agile working so, while it suits me to send this now, I do not expect a response or action outside of your own working hours.

Please consider our environment. Think before printing.

CAA INTERNAL REVIEW & COMPLAINTS PROCEDURE

- The original case to which the appeal or complaint relates is identified and the case file is made available;

- The appeal or complaint is allocated to an Appeal Manager, the appeal is acknowledged and the details of the Appeal Manager are provided to the applicant;
- The Appeal Manager reviews the case to understand the nature of the appeal or complaint, reviews the actions and decisions taken in connection with the original case and takes account of any new information that may have been received. This will typically require contact with those persons involved in the original case and consultation with the CAA Legal Department;
- The Appeal Manager concludes the review and, after consultation with those involved with the case, and with the CAA Legal Department, agrees on the course of action to be taken;
- The Appeal Manager prepares the necessary response and collates any information to be provided to the applicant;
- The response and any necessary information is sent to the applicant, together with information about further rights of appeal to the Information Commissioners Office, including full contact details.