SCOPE OF SERVICES – ENERGY SERVICES

1. **Background**
   1. Energy is a critical area for Defence to maintain and enhance its capabilities, and Defence is committed to best practice energy management. Secure, reliable and sustainable energy is fundamental to achieving the Defence mission now and into the future.
   2. The energy requirements of the Defence estate are significant, therefore Defence has a responsibility to manage, procure and use energy in a way that delivers value for money and minimises the impact to the environment. It is critical for Defence to ensure energy supplies are resilient, responsive and continuously available to support capability.
   3. To date, Defence’s stationary energy has been largely sourced directly from Australia’s national electricity grid, gas distribution networks or by self-generation via diesel generators. Defence is in the process of introducing renewable energy sources to the Defence estate to complement the existing energy security measures in place. While existing stationary energy sources will continue to be critical to the operation of the estate, Defence is continuing to seek to diversify stationary energy sources into the future.
   4. The continued identification of energy efficiency and innovative energy solutions, including the introduction of on-site renewable energy, will help reduce Defence's energy costs into the future.
   5. The Commonwealth requires the Consultant to provide independent advice and assistance to ensure that Defence’s energy management promotes its role as environmental steward, enhances capability, reduce costs and increases energy security and resilience and transitions to cleaner and more sustainable energy.
2. **Commonwealth Objectives** 
   1. The objective of the Services is to support the effective management of energy in relation to estate and asset design, construction and management. The role will encompass activities concerning energy supply, storage, use/consumption and monitoring in an efficient, ecologically sustainable and cost-effective manner.
   2. The Services may include:
      1. Providing strategic, advisory or policy services, including in relation to legislative compliance, in accordance with timeframes outlined by the Commonwealth's Representative.
      2. Adhering to the Defence Estate Energy Policy, including promoting the sustainable, efficient and effective use of energy in support of capability and the estate lifecycle.
      3. Integrating energy management holistically at a base/precinct/regional level to support energy supply resilience, security and obtain value for money outcomes as Defence seeks more sustainable and secure energy.
      4. Auditing, measuring and monitoring Defence’s energy consumption to ensure infrastructure and estate lifecycle processes perform as intended and are used to manage Defence’s energy consumption effectively.
      5. Land use planning and building services related to energy.
      6. Providing technical advice regarding emerging technologies with regard to renewable energy and storage options.
      7. Review and amend Defence business processes, templates, guidelines and management plans to improve energy related outcomes.
      8. Undertake investigations, feasibility studies and designs of energy systems.
      9. Participation in the evaluation of Tenders for Commonwealth projects and assistance with the preparation of Tender Evaluation Board Reports.
      10. Achievement of required time and quality outcomes.
   3. The specific scope of Services for an Engagement will depend on the circumstances that arise at that point in the estate lifecycle.
3. **Skills and Qualifications**
   1. The Commonwealth requires suitably skilled persons to be offered by the Consultant, matched to the specific needs of the Services.
   2. The Consultant must have and maintain for the term of the Engagement an in-depth understanding of all relevant Statutory Requirements and policy frameworks for the Services, including any relevant applicable Australian and international standards and Commonwealth policy which may include:
      1. Energy Efficiency in Government Operations (**EEGO**) Policy, 2006;
      2. Sustainable Development Goals;
      3. National Energy Productivity Plan (**NEPP**);
      4. Defence Environmental Strategy;
      5. Defence Environment and Heritage Manual;
      6. Smart Infrastructure Handbook;
      7. Defence website; and
      8. Contemporary Commonwealth and State/Territory policy and guidance that relates to energy.
   3. The Consultant may be required to provide:
      1. specialist energy policy or engineering expertise, public communication, town planning and environmental expertise;
      2. specialist renewable energy expertise with detailed understanding of contemporary renewable energy options, particularly solar photo voltaic options;
      3. access to qualified electrical engineers, town planners, environmental specialists, engineers, spatial analysts and other expertise as required by the Engagement; and
      4. in-depth knowledge of and experience in the Services as outlined below.
4. **Services**
   1. The Consultant must be able to provide the following Services in accordance with the timeframes outlined by the Commonwealth's Representative:
      1. Provide strategic, advisory or policy advice, including to:
         1. provide expert advice on energy policy, risks, emerging trends and issues relating to the effective management and use of energy;
         2. provide advice on compliance matters including Statutory Requirements and policy compliance;
         3. review Defence policy manuals and guidelines, technical pamphlets and other material related to the administration of energy on the Defence estate;
         4. assist or lead the design and development of new policy, or modification of existing policy, including the development of energy management plans, implementation strategies, stakeholder consultation and monitoring;
         5. review and advise in relation to documents produced as part of the estate lifecycle (such as Estate Base Plans, Initial Business Cases, design documentation, environmental plans and other management plans);
         6. provide the Commonwealth with support to understand the implications and risks associated with existing and emerging technologies as they relate to energy consumption and renewable energy initiatives in the estate lifecycle.
      2. Provide training and advice to Commonwealth staff in the form of written reports and presentations on energy-related topics including:
         1. solar photo voltaic;
         2. power purchase arrangements;
         3. national energy market;
         4. systems optimisation;
         5. energy efficiency products;
         6. energy supply systems;
         7. energy security;
         8. cyber security implications on energy; and
         9. other related areas.
      3. Provide specialist advice related to energy planning, management and consumption on the Defence estate during land use planning, building construction, facility operation and maintenance, and other development-related services, including such tasks as providing advice relating to:
         1. energy security, climate change and energy resilience;
         2. financial analysis and cost modelling, stakeholder engagement, performance review and reporting regimes;
         3. solar photo voltaic, national energy market, power purchase arrangements, systems optimisation, energy efficiency products, energy supply systems, energy security, cyber security implications on energy and other related areas; and
         4. land use planning matters, site selection and building design matters, including the application of relevant Australian and international standards.
      4. Provide other specialist energy advice to the Commonwealth as required and at short notice as required.
      5. Undertake energy data modelling, auditing and performance verification services relating to energy (including actual consumption and predicted efficiency) including:
         1. measurement, collection and analysis of energy data;
         2. energy profiling and forecasting or modelling of demand, supply and change; and
         3. compliance audits, and monitoring and validation as they relate to building design, site selection boards and infrastructure development.
      6. Prepare and consolidate required documentation to assist the Commonwealth to meet Government reporting obligations relating to energy and emissions.
5. **Meetings**
   1. The Consultant may be required to attend and participate in meetings as specified for a particular Engagement including project team meetings and meetings with stakeholders.
   2. The Consultant may be required to travel to Defence sites or other locations as part of delivering the Services.
6. **Deliverables**
   1. As specified for a particular Engagement including reports, presentations, papers, reviews and advices.
   2. Deliverables from the Consultant should be applied in an appropriate context to enhance the Commonwealth's decision making, reporting and public consultation.
7. **Technical Requirements**
   1. Any spatial data developed by the Consultant during the term of the Engagement is to meet the Security and Estate Group’s Spatial Data Management Plan (**SDMP**) and be uploaded into the Garrison Estate Management System and/or other platform as identified in the SDMP. The SDMP is available externally on the internet at <https://www.defence.gov.au/business-industry/industry-governance/industry-regulations/spatial-data-management-plan>.
8. **Interpretation**

Unless the context otherwise requires, capitalised terms in the Scope of Services or Brief will have the meaning given to them by the Defence Infrastructure Panel - Environment, Heritage and Estate Engineering 2020 - 2025 Terms of Engagement, Panel Conditions, Official Order, or the meaning given to them by the Commonwealth as published on the Defence website (<https://www.defence.gov.au/business-industry/procurement/panel-arrangements/dip-ehee>), from time to time.