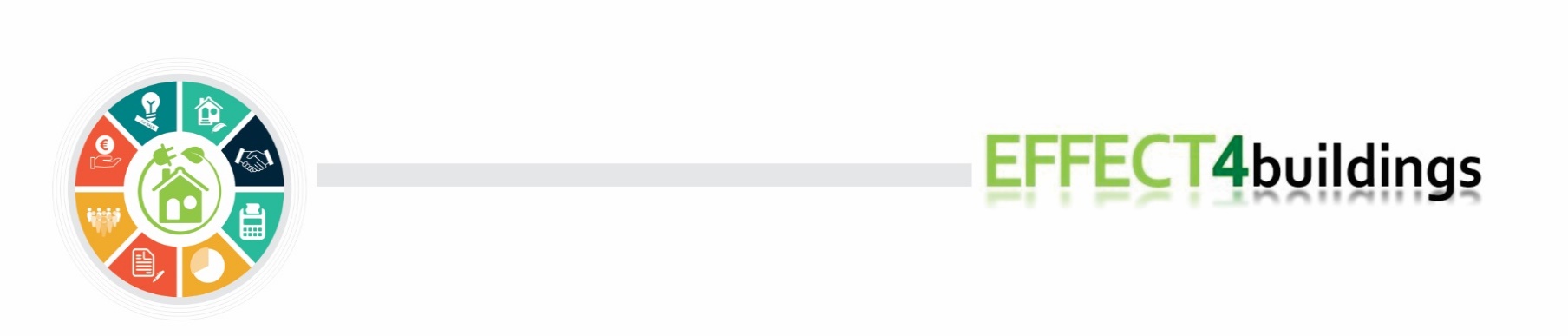
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**Green Lease Contract**

**Template**

**EFFECT4buildings Toolbox:**Green Lease Contracting; Annex 2a



The project “Effective Financing Tools for implementing Energy Efficiency in Buildings” (EFFECT4buildings) develops in collaboration with public building managers a comprehensive decision-making support toolbox with a set of financial instruments: **Financial calculation tools**; **Bundling**; **Funding**; **Convincing decision makers**; **Energy Performance Contract**; **Multi Service Contract**; **Green Lease Contract**; **Prosumerism**. The tools and instruments chosen by the project has the biggest potential to help building managers to overcome financial barriers, based on nearly 40 interviews with the target group. The project improves these tools through different real cases.

To make sure building managers invest in the best available solutions, more knowledge on different possibilities is needed as well as confirmation from colleagues that the solutions performs well. EFFECT4buildings mapped **technological solutions** for energy efficiency in buildings with the aim to share knowledge and experiences of energy efficiency solutions among building managers in the Baltic Sea Region.

EFFECT4buildings project is implemented with the support from the EU funding Programme Interreg Baltic Sea Region (European Regional Development Fund) and Norwegian national funding. The aim of the project is to improve the capacity of public building managers in the Baltic Sea Region by providing them a comprehensive decision-making support toolbox with a set of financial instruments to unlock the investments and lower the risks of implementing energy efficiency measures in buildings owned by public stakeholders. More information: <http://www.effect4buildings.se/>



**Partners**

## Introduction of contract template

The Sustainable Building Cluster in Dalarna have developed a green lease contract for buildings. The green lease contract is attached as an annex to the original lease. This template contains examples/suggestions of what to include in the contract. If the parties wish, they can be supplemented additional voluntary commitments.

The following factors should be taken into account when choosing the environmental ambition of the green lease contract: The parties environmental commitment, building and the facilities conditions, willingness to set aside time for environmental cooperation and willingness to finance solutions with high environmental performance.

This template should be used together with the “Guideline for implementing Green lease contract” on EFFECT4buildings web page. The guideline explains the different headlines of the template and inform you how to get the most effect of the green lease contract.

# Green lease contract

## Background and aim

This agreement shall contribute to the achievement of the objectives, increase the commitment to energy efficiency measures, clarify the different responsibilities of the parties and indicate important activities to implement.

A prerequisite for successful implementation and good results is the commitment of management and staff and the willingness to allocate time and resources for the activities specified below.

The background describes what prompted the initiative to create a green contract.

The aim clearly shows what you want to achieve with the contract and shows a long-term vision of what you want to achieve.

## Target goals

The goal must be practical and measurable. They must be linked to the activities or overall use of the property, for example: Energy and Water use, emissions into water, waste production and waste management, greenhouse gas emissions, peak loads, resource consumption, behavior.

if commitment and awareness regarding energy efficiency Increases the chance to success.

## Shared responsibility

* Information exchange on ongoing and planned sustainability work, resource use, etc..
* Environmental considerations for maintenance and operation as well as equipment and materials selection. Consideration of life cycle cost
* Choice of appliances with a sustainability perspective
* Engagement in the work to reach the set goals
* Update and implementation of agreed action plan
* Customize indoor climate based on the needs

## Landlord's responsibility

* Feedback on energy use and follow-up meetings
* Use and maintain systems for periodic follow-up
* Inform and follow up the results of the agreed incentive model
* Communicate emission levels of CO2 and water consumption at follow-up meetings
* Education of people involved

## The tenant's responsibility

* Inform about changed local use and number of users
* Ensure that lighting is not on in non-utilized premises and implementing routines that ensure that lightning and equipment are turned off after working hours
* Enable power-saving features on office equipment
* Ensure that windows and doors are closed at the end of the working day and put in place procedures that ensure this.
* Involve all staff to fulfill the various goals of the agreement

## Organization

Working group is established with the following priority tasks:

* Coordinate the project and make the necessary decisions against set goals
* Analyze strengths and weaknesses in the existing system
* Responsible for implementing the joint Action Plan.
* Follow up on completed activities and propose improvements
* The working group is also responsible for disseminating information to different stakeholders.

The working group consists of:

Landlord:

Tenant:

## Incentives:

**Financial incentives** are when the parties make distinct energy savings and then share the profit according to workload and investment one example is lowering energy use (electricity, district heating) – share the profit 50/50

**Hybrid Incentives**: gives a more long-term profit for example increased rental value and saved money can be invest in even more energy saving measures.

**Added Value Incentives** examples are satisfied tenants, good collaboration between tenant and landlord and better control of the property management and the buildings status.

Attachment: Action plan

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |
| Landlord |  |  | Date |  | Tenant |  |  | Date |

**ACTION PLAN - GREEN LEASE AGREEMENT (Example)**

S–Status R– Responsible Not ready Started Finished

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Annual stage goal | Activities | R | Dat | S |
| Reduced energy consumption (electricity and heat) by 10% in 20XX, mainly through behavioral change of the users of the building  Increase the tenant’s commitment and awareness regarding energy efficiency | 1. Establish a working group for   the project with the task of  coordinate the work, propose  measures, follow up, share, and distribute information |  | Dec |  |
|  | 1. Sign Green Lease Contract   with an incentive model |  | Dec |  |
|  | 1. Energy Consumption -   management / maintenance  Measure energy consumption  (Baseline 20XX-01-01) |  | Dec/  Jan |  |
|  | 1. Calculation model being developed |  |  |  |
|  | 1. Energy tour in the evening with the working group |  |  |  |
|  | 1. Information to   staff / stakeholders before  start to get ideas and ideas  comments |  |  |  |
|  | 1. Compilation of results and follow-up |  | Mars |  |
|  | 1. Dissemination internally / externally, including website   and weekly newsletters |  | Jan |  |
| Education with all employees incl. feedback of the environmental performance during previous year | Implementing intro education in January |  |  |  |
| …. |  |  |  |  |

## Comment on status:

Take notes on how the contract and the action plan works during the year to be able to make changes in the contract the following year.





