



# Quick Energy Efficiency Wins: Your 15-Minute Audit

For SMEs, charities and I&C businesses  
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## Why this matters:

Running a business is full-on. Energy often gets pushed down the list, until the bill arrives. The good news? A few quick checks can reveal easy wins that reduce waste, cut costs, and boost sustainability without changing suppliers or disrupting operations.

This 15-minute audit helps you spot opportunities fast. **Tick what's true today.** Anything left unticked is a simple, practical improvement you can tackle next.

### 1 Lighting

All frequently-used lights are **LED** (or in plan to upgrade in next 3 months)

**Occupancy sensors** in low-traffic areas (meeting rooms, corridors, restrooms)

**Daylight sensors** or scheduling to avoid over-lighting bright spaces

**Exterior lighting** on timers or photocells (no manual "oops we left it on")

### 2 Heating, Cooling & Controls

**Smart thermostats/BMS** control setpoints and schedules by area/zone

Winter setpoint **19-21°C**; summer cooling **23-25°C** (adjust for site needs)

**No simultaneous heating & cooling** (common in multi-zone sites)

**Out-of-hours setback** applied (evenings/weekends/holidays)

### 3 Equipment & Appliances

**Preventative maintenance schedule** in place (HVAC, compressors, kitchen, IT)

**Standby killers** or auto-shutdown for printers, AV, vending, displays

**IT power policies** (sleep after 10-15 mins; nightly shutdown or hibernation)

**High-load tasks** (laundry, baking, charging, machining) shifted **off-peak** where possible

### 4 Meters, Data & Insight

**Smart meters installed and accessible** (electricity & gas)

**Weekly 5-minute consumption check** (spot anomalies early)

**Sub-metering** or plug-level monitors for mystery loads/high-use areas

**Energy KPI tracked** (e.g., kWh per unit produced, per m<sup>2</sup>, or per pupil)

### 5 Scheduling & Behaviour

**Start-up/shutdown checklists** by area (kitchens, workshops, IT, retail floors)

**Signage nudges** (e.g., "Last out? Lights out." / "Screens sleep at lunch.")

**Peak-time plan** - know your tariff profile and shift discretionary loads

**One "energy champion"** per site/department (lightweight role, big impact)

### 6 Sustainability & Quick Upgrades

**LED upgrade plan** costed & scheduled (if not already complete)

**Solar PV feasibility** assessed (roof condition, load profile, payback)

**Heat pumps or hybrid options** explored for suitable properties

**Green tariff options reviewed** (fit-for-purpose, no greenwash)

## Your score

12+

Great foundations! You're on the right track, there may still be contract and optimisation opportunities.

7-11

Solid progress. Look at what's unticked and how you can bring in those changes.

0-6

Big opportunity. Start with lighting, controls, and behaviour, fast, low-disruption wins.

Want to explore upgrading your lighting, utilising energy more efficiently or even a different energy contract?

Get in touch with us and let's have a conversation.

## Our promise

- No jargon advice** - straightforward and honest
- Right-fit options** - not one-size fits all
- Clear costs & transparent fees** - if you're already in a great spot, we'll say so

**Get started:** [www.luminaenergy.co.uk](http://www.luminaenergy.co.uk)

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