Notice of meeting of

Scrutiny Management Committee

To: Councillors Kirk (Chair), Merrett (Vice-Chair), Blanchard, Cuthbertson, Hill, Hyman and Livesley

Date: Monday, 24 July 2006

Time: 5.30 pm

Venue: Guildhall

A G E N D A

1. Declarations of Interest
At this point in the meeting, Members will be invited to declare any personal or prejudicial interests they may have in the business on the agenda.

2. Minutes (Pages 1 - 4)
To approve and sign the Minutes of the meeting held on 26 June 2006.

3. Public Participation
At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Committee's remit can do so. Anyone who wishes to register or requires further information is requested to contact the Democracy Officer on the contact details listed at the foot of this agenda. The deadline for registering is Friday 21 July 2006 at 10am.

4. **Education Scrutiny Committee - Report on the Extended Schools Service in York (30 minutes)** (Pages 5 - 24)

This report asks Members to consider the final report of the Education Scrutiny Committee into the extended schools service in York.

5. **Update Report Re: Outstanding Scrutiny Reviews for Completion (30 minutes)** (Pages 25 - 122)

This report updates Members on progress with the completion of outstanding scrutiny reviews and presents the draft final report of the Planning Guidance and Sustainable Development Scrutiny Sub-Committee for their consideration.

6. **Scrutiny Annual Report 2005/06 (15 minutes)** (Pages 123 - 142)

This report sets out the initial draft of the Annual Scrutiny Report for 2005/6 which constitutionally Scrutiny Management Committee is responsible for producing every year, as part of its performance reporting and monitoring function.

7. **Work Planning and Monitoring for Scrutiny Reviews (20 minutes)** (Pages 143 - 146)

This report sets out an initial strategy for developing a work plan for scrutiny reviews to enable topics to be assessed for feasibility against some agreed criteria and to monitor progress in relation to new, ongoing and completed reviews.

8. **Scrutiny Management Committee Forward Plan 2006/07 (5 minutes)** (Pages 147 - 148)

To receive the Scrutiny Management Committee Forward Plan for 2006/07.

9. **Any other business which the Chair decides is urgent under the Local Government Act 1972**

An extra meeting of the Scrutiny Management Committee has been provisionally scheduled for Monday 4 September 2006 at 5pm to consider the feasibility of two newly registered topics.

Democracy Officer:

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For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.

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City of York Council	Committee Minutes
MEETING	SCRUTINY MANAGEMENT COMMITTEE
DATE	26 JUNE 2006
PRESENT	COUNCILLORS KIRK (CHAIR), CUTHBERTSON, HILL AND LIVESLEY AND LOOKER (AS SUBSTITUTE FOR COUNCILLOR MERRETT)
APOLOGIES	COUNCILLORS MERRETT AND HYMAN
IN ATTENDANCE	COUNCILLOR FRASER

9. DECLARATIONS OF INTEREST

The Chair reported that there were no declarations of interest.

10. MINUTES

The Minutes of the meeting held on 30 May 2006 were approved as a correct record and signed by the Chair.

11. PUBLIC PARTICIPATION

The Chair reported that there had been no registrations to speak at the meeting.

12. DRAFT SCRUTINY ANNUAL REVIEW 2005/6

Members considered a report informing them of the progress made with the preparation of the Scrutiny Annual Review for 2005/6.

The report highlighted that many of contributions from Chairs of former Scrutiny Boards etc were still outstanding. Deadlines for receipt of those had been set to allow the final draft of the Annual Report to be prepared and brought back to the next meeting of SMC.

Members were informed of the proposed format for the Annual Review which would include the individual reports from each of the scrutiny boards, and updates on the progress made with previous scrutiny recommendations.

RESOLVED:

That the report be noted and that the responsibility for approving the content of the 2005/6 Annual Scrutiny Report be delegated to the Chair and Vice-Chair

13. SUSTAINABLE STREET LIGHTING SCRUTINY DRAFT FINAL REPORT - STRATEGIC MANAGEMENT & PROCUREMENT TO REDUCE CARBON DIOXIDE (CO2) EMISSIONS & WASTE

Members were presented with the draft final report of the Ad-Hoc Sub-Committee which was set up to conclude the review outstanding from the last Municipal Year on 'strategic management & procurement to reduce carbon dioxide emissions and waste'.

Following consultation with appropriate officers, the report had been updated to include a summary of their comments on the proposals. A copy of the amended report had been circulated to Members incorporating changes made at the meeting of the Ad Hoc Sub-Committee.

Members made the following comments on the draft final report prior to its submission to the Executive:

- More detailed consideration of any potential saving on street lighting emissions further to the comparators referenced in paragraph 7 of the final report;
- Improved coordination of the Council's own floodlighting of the Guildhall for instance, with consideration being given to activation by light sensor;
- In relation to the suggested arrangements for the reporting the findings of the proposed Street Lighting questionnaire, as at paragraph 33 of the final report, that be done by the Council's Member Energy Champion through the EMAP process and not at full Council as proposed in the report; and
- Short glossary of terms to be extended to include PV(photovoltaic)

RESOLVED:

That all those Members and Officers involved in the review be thanked for their work in bringing this review to a conclusion and the final report be referred to the Executive for consideration, subject to the above revisions being made.

14. HEALTH SCRUTINY COMMITTEE PROGRESS

Members considered a report from Cllr Ian Cuthbertson as chair of the Health Scrutiny Committee which highlighted the activities and work to date of the Committee.

It was noted that the emphasis of the committee had changed slightly to that of the former Social Services & Health Scrutiny Board, in that its primary role was to scrutinise (NHS) health provision for York residents which would include the scrutiny of health provision by Adult Social Services.

The report included a review of the financial recovery plans of Selby and York PCT and the effect of the resulting changes on services to the people of York. Members expressed their concern that the effect was as yet

unknown and that a formal scrutiny of the recovery plan was needed once the plan was made public at the next PCT Board meeting. It was expected that material would then be available for consideration.

RESOLVED:

That the update report and current position be noted.

15. FEASIBILITY STUDIES ON PROPOSED NEW SCRUTINY TOPICS - HIGHWAYS MAINTENANCE PROCUREMENT PROCESS AND PUBLIC ART

Members considered a report which included the topic registration forms and feasibility reports for two newly registered scrutiny topics:

- No 135 Highways Maintenance Procurement Process – registered by Cllr Simpson-Laing in April 2006

  In order to decide whether or not to progress the topic, Members requested a future presentation from Highways Procurement team on the processes involved, and agreed to defer a decision until this could be received.

- No 137 Public Art – registered by Cllr Hogg in May 2006

  Members suggested that a decision be deferred until further information could be provided on whether or not the policy approved in 1998, which proposed that 1% of the total cost of any new development be set-aside for Public Art, had been implemented.

RESOLVED:

That a decision on both topics be deferred until the further information requested could be provided and that those Members who had registered the topics be asked to be present at the meeting next considering the issues.

16. SCRUTINY BUDGET OUTTURN 2005/6 AND BUDGET POSITION 2006/7

Members considered a report which briefly detailed the scrutiny budget outturn position for 2005/6 and asked how they wanted to allocate budget resources in 2006/7.

The outturn position for 2005/6 had previously been included in a full City Strategy EMAP report and this highlighted a final under spend of circa £7k due to staffing vacancies and the fact that one member of staff had opted not to be in the pension scheme.

Members considered whether to continue to allocate a nominal fee of £250 to each established Scrutiny Committee, Ad-hoc or Standing, to support their administration costs in undertaking reviews. It was suggested that

this should be reviewed by SMC should Committees find this amount does not adequately cover the associated ancillary costs.

RESOLVED:

- That the budget outturn for 2005/6 be noted
- That a flat sum of £250 be allocated per Scrutiny Committee to assist with administrations costs for the time being

Councillor Kirk, Chair
[The meeting started at 6.00 pm and finished at 7.45 pm].

Scrutiny Management Committee **24 July 2006**

Report of the Head of Civic, Democratic and Legal Services

Education Scrutiny Committee - Report on the Extended Schools Service in York

Summary

1. This report is to ask members to consider the final report of the Education Scrutiny Committee into the extended schools service in York.

Background

2. The final report referred to at paragraph 1 is attached at Annex A. It will be considered by the Education Scrutiny Committee on 19 July 2006. Any further amendments that are agreed at this meeting will be circulated to SMC members before 24 July.

3. In April 2005 Cllr Keith Aspden registered Scrutiny Topic no 117 with the aim of investigating how the Council is bringing together partners to plan services across the city , how budgets are being dealt with and how schools are delivering services in order to ensure that everyone receives the best possible benefits.

4. It was decided that the scope of this review would be:

   a. concentrated on provision in primary schools.

   b. a range of schools of different sizes and with differing needs would be visited and considered

   c. members would concentrate on the different types of provision which will meet the varying needs of schools in York.

5. Members made visits to schools in two stages. During the first stage they concentrated on how far there was extended school

services integrated into the school with shared partnership provision. The schools selected were already considered to have made considerable achievements with their extended provision. The second stage of visits included schools of varying sizes who were at different points in the process of setting up extended provision.

Options

6. In accordance with its constitutional role SMC can choose to:
   a. endorse the recommendations proposed to the Executive by the Education Scrutiny Committee, as drafted, without further comment; or
   b. suggest appropriate additional comments on those recommendations, by way of clarification to the Executive

Analysis

7. To assist in SMC's consideration of this final report members will receive any final amendments by the Education Scrutiny Committee after its meeting on 19 July and prior to the SMC meeting on 24 July.

Corporate Priorities

8. Complies with Corporate Priority 8 - Improve the life chances of the most disadvantaged and disaffected children, young people and families in the city.

Implications

9. Known implications of the recommendations of the final report of the Education Scrutiny Committee on Extended Schools Provision in York are detailed at Annex 10 of the attached final draft report

Risk Management

10. In compliance with the Councils risk management strategy, there are no risks associated with the recommendations of this report.

Recommendations

11. Members are asked to consider the final report of the Education Scrutiny committee and comment as appropriate prior to its submission to the Executive.

Reason
In order to meet the constitutional requirements on SMC

Contact details:

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Chief Officer Responsible for the report:
Suzan Hemingway
Head of Civic, Democratic and Legal Services

Report Approved ✓ **Date** *14.07.06*

Specialist Implications Officer(s) *List information for all*

Implication ie Financial	*Implication ie Legal*
Name	*Name*
Title	*Title*
Tel No.	*Tel No.*

Wards Affected: **All** √

For further information please contact the author of the report

Annexes

Annex A –Final Report of the Education Scrutiny Committee

Background Papers
Extended Schools – Providing Opportunities and Services for All. Department for Education and Skills 2002. Available to download from **www.teachernet.gov.uk**

Planning and Funding for Extended School – a Guide for Local Authorities and their Partner Organisations. Department for Education and Skills 2006. Available to download from **www.teachernet.gov.uk**

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Extended Schools Service in York

Final Report of Education Scrutiny Committee

June 2006

Contents

Chairman's Foreword

The need for extended schools in York is growing and I am pleased to be able to submit this report that confirms that the city is performing well in this vital area.

This report has been prepared after many months of work by the scrutiny board and officers. There has been a wide range of evidence gathered including visits to a great many of our primary schools. I would like to thank all those who have contributed to the report including Members, Officers and the people we met with in the schools we visited.

I recognise not only the excellent progress and hard work of all those involved in our extended schools but also the potential for further improvements in the near future. I and the board fully support the LEA's plans to achieve the situation where every school in York will be an extended school.

Cllr Glen Bradley
Chair of Education Scrutiny Board until May 2006

Glossary of Terms used in this report

DfES – Department for Education and Skills. The government department which was established to create opportunities, release potential and achieve excellence for all.

NRT – National Remodelling Team – A non-departmental public body of the DfES. As part of their remit they are to ensure the delivery of the Extended Schools initiative. Now known as Training and Development Agency – Development they provide support and advice on developing extended services.

QTS – Qualified Teacher Status A qualification which is awarded to people who have successfully completed a course of initial teacher training at an accredited institution in England or Wales. This is a requirement for anybody who teaches in a maintained school.

SENCO – Special Educational Needs Coordinator. The person in a school who has special responsibility for co-ordinating help for children with special educational needs.

Shared Community Partnership - Shared Community Partnership were developed in 2001 around infant and primary schools across the city linking childcare providers in the independent, private and voluntary sectors. These now encompass partners from health, social services, libraries and other support services. These Partnerships are supported city wide through a team of development workers and the Project Manager (Shared Community Partnerships). The Partnerships are widening even further and it is emerging that Secondary Schools would be advantaged to link to the Partnerships and understand childcare in their locality.

Each of the Shared Community Partnerships are autonomous and therefore respond to local needs and have a diverse range of partners which directly reflect the geographical locations. For example, in some areas it may be useful to have Sure Start Local Support workers and others it may be the Brownie leader.

There is a qualified teacher (QTS) and also a Special Educational Needs Coordinator (SENCO)on each of the Shared Community Partnerships and this person is given a small annual payment to ensure information on best practice and any new initiatives is cascaded through the partnerships. This arrangement exceeds the DfES requirement of a SENCO on a ratio of 1:20 settings and QTSs on a ratio of 1:10.

Each Partnership is required to produce an annual action plan which shows progress towards Extended Schools.

TDA – Training and Development Agency for Schools. Formerly known as the Teacher Training Agency their broad role is to ensure that schools have suitably trained staff for the different functions they need to carry out.

Pathfinder Bid - Local Authorities are often invited by government to bid for additional funding to allow them to explore new ways of working in particular fields. These pilot projects are known as Pathfinders – because they lead the way.

Clustering – Schools and other providers who work together to share resources in a local area.

Summary of Recommendations

Recommendation 1
The Director of Children's Services will review the model of extended schools provision to align with and reflect the core offer of May 2006. This should be completed by September 2006

Recommendation 2
The Director of Children's Services will support schools by creating profiles of local community need. This will assist in the development of services for the community. This should be completed by September 2007

Recommendation 3
The Governments intention is that every school in the country should be working as an extended school by 2010. Council will support this ambitious target by providing appropriate training and support for school staff and governors.

Recommendation 4
The Council will support the shared foundation partnerships by encouraging the operation of a flexible lettings policy for accommodating extended school and community activities.

Recommendation 5
The Council supports the clustering of schools in order to develop services and business support which extends provision.

Recommendation 6
The Council will take up the opportunity to bid to be a Pathfinder authority in order to improve parenting support

Recommendation 7
The Council will take up the invitation to bid to be a Pathfinder authority in order to look at developing longer free sessions for 3 and 4 year olds in education, care and play.

Recommendation 8
The extended schools provision will be reviewed by Scrutiny in March 2008

Background

An extended school is one that provides a range of services and activities often beyond the school day to help meet the needs of its pupils, their families and the wider community. The services provided by extended schools can be very important to the wider community. They can provide a range of positive outcomes, for children, for families and the local community itself. It has been suggested that these include improved attainment, attendance and behaviour, increased parental involvement and where different sectors of the community can engage with each other.

In April 2005 a Scrutiny Topic was registered by Cllr Keith Aspden (see Annex 1) with the aim of investigating how City of York Council is bringing together partners to plan services across the city, how budgets are being dealt with and how schools are thinking about delivering services together. The idea was to try and ensure that children and families in York receive the best possible benefits. The remit and scope for the review was drawn up (see Annex 2) – this focussed on primary schools as it was considered that they were offering the most vital service in terms of childcare and was most applicable to local communities. The scope was later amended to include schools of varying sizes and needs which would have requirements for different sorts of provision.

Extended Schools Core Offer

On 17 May 2006 Education Minister Beverley Hughes approved the 'core offer' of activities and support which the government expects all schools to deliver by 2010 as Extended Schools. The core offer explains the standards which are required for a school to be classed as an extended school (see Annex 3). These include:

- Study support including school sport
- Childcare and activities for young people to do
- Parenting Support
- Swift and easy referral
- Community Access

These extended services will be available to all children and families and may be delivered by partnerships of schools and other institutions according to a model of levels of provision (see Annex 4). This 4-stage model has proved very effective over recent years, however with the arrival of the new core offer it now may be the time for it to be reviewed to reflect and align with the offer.

Recommendation 1
The Director of Children's Services will review the model of extended schools provision to align with and reflect the core offer of May 2006. This should be completed by September 2006

Monitoring

As part of the monitoring for the Extended Schools initiative the questionnaires devised by the National Remodelling Team are being completed by York schools with

the support of the Early Years and Extended Schools Service. The data collected from this audit will be submitted to central government to feed in to the national data being collected from all local authorities. However, in York the Children's Information service have created their own database to complement the NRT questionnaire, which will be used to create profiles of all primary, junior, secondary, and special schools in the city to highlight areas for further development, and, most importantly, to give evidence for good practice. The Early Years and extended Schools Service have talked through the questionnaire with head teachers, or members of senior management, at each school, and have anecdotal evidence of case studies that could be shared as possible ways forward for schools where practice is less robust. Each school will receive a copy of their profile against the national core offer and a copy of how the other schools across the city are progressing.
Details of the results of the audit can be seen at Annex 5, a summary of the findings at Annex 6 and information sent to the DfES at Annex 7

Recommendation 2
The Director of Children's Services will support schools by creating profiles of local community need. This will assist in the development of services for the community. This should be completed by September 2007

Recommendation 3
The Governments intention is that every school in the country should be working as an extended school by 2010. Council will support this ambitious target by providing appropriate training and support for school staff and governors.

Consultation and Information Gathering

Members of the Scrutiny Committee made the following visits in order to gather information about provision in York and other areas.

18 October 2005	Heather Marsland made presentation to Board Members on extended schools provision in York and the results of a recent extended schools audit.
9 November	Extended Schools Conference at York Racecourse
15 November	Visit to Hob Moor School
21 November	Visit to Parklands Primary School, Leeds.
22 November	Formal Scrutiny meeting - update from Exec Member and Murray Rose on Progress of Post-16 Inclusion recommendations 5 pm
24 November	Visit to Westfield School to see extended schools provision
8 December	Visit to Clifton Green Primary School

13 December	Formal Scrutiny meeting in which visits made were reviewed
4 January 2006	Informal meeting of Scrutiny Board in which members received copies of nationally agreed indicators for extended schools provision which will form part of an audit of all primary schools which will be carried out before April 2006.
14 February	Formal Scrutiny meeting in which scope of review was amended to include additional visits to schools of varying sizes and needs.
8 March	Visit to St Aelred's School
13 March	Visit to Wheldrake School
21 March	Visit to Osbaldwick School

Initial Visits to Schools

On the initial visits to schools members wanted to find out how far extended schools provision is fully integrated, not just co-located on the school's premises, but sharing information, resources and funding etc. They were concerned that services for children, parents and the wider community were flexible and based on consultation with potential users. Another area of interest was whether any new services were planned which would extend beyond the usual school day. The schools selected for visits already had or were near to achieving extensive provision.

Hob Moor School

Hob Moor Primary is an amalgamated infant and junior school. It takes part in combined work with the neighbouring Hob Moor Oaks School, a special school with a unit for autistic children. At the time of visiting there was a partnership of six organisations, and a new partnership board was being formed to develop arrangements for governance

SureStart have been in the school since 2002, they use rooms in the school building that have been freed up because of falling rolls. They have small group events for parents taking place every day, including Saturday mornings. They have offices, a family room for activities, a drop-in centre, playroom and crèche. Sessions are also arranged for very young children before they start school.

After school and breakfast clubs are well established – breakfasts have been provided since 1999.

The nursery takes children up to the age of eight; children from Hob Moor Oaks also attend. There are big issues about funding of the nursery as many children have subsidised places, parents often do not pay fees and there are no grants or national funding available.

Sharing of information between partners can be a problem of confidentiality between health, social services and education. There are also difficulties with compatibility of partners' information systems.

There are also issues of shared employment by staff such as caretakers and teaching assistants who work across all the provision and will require parity of pay and conditions

Parklands Children's Centre, Leeds

This is one of three children's centres in the vicinity, so attendees tend to be from very nearby. There are two separate nurseries; for 18 months to 3 years (up to 20) and for 3 to 5 year olds (up to 50). They share a site with a primary school but members were of the opinion that provision could be more highly integrated between the two.

All children in the nursery have a key worker who is their named person that parents can contact. Parents' groups for topics such as counselling, benefits advice and anger management take place in close proximity to the children's activities so parents get to know each other and the staff. Facilitators work with parents in groups and pick up on conversations that might indicate a need such as domestic violence.

There was the opinion that there could be greater integration with the neighbouring primary school, there has been very little cross over of staff. Relationships between staff of different organisations was the initial challenge, and sharing information between partners can be problematic.

Westfield Primary School

Westfield has been a fully integrated extended school for four years. The community provision was developed after consultation with parents and the local population.

They have a wide array of facilities with wrap around care for children age 0 – 11, including breakfasts and school holidays. Adult and family learning is available on the premises as well as rooms for community activities. Outreach workers are based in the school and home support, behaviour support and respite for carers can all be accessed.

Staff put the success of the school down to a clear vision on the part of the head teacher. The school has a business manager who co-ordinates the partners, leaving the head and the teaching team to concentrate on the children.

There could be more key workers based in the school such as nurses, health visitors and educational psychologists. Members asked why this is not a SureStart school, and if the extended provision had led to improved results in the primary school.

Clifton Green Primary School

This school has still to move to full extended school provision as they have had to prioritise raising academic standards in the past. They have always had after school clubs for sports and hobbies, but these have been run voluntarily by teachers and teaching assistants and finish at 4:15 pm.

They hope to be able to offer childcare which would enable more parents to go to work. They already have a breakfast club with about 20 regular attendees. During these sessions Year 6 pupils help the younger ones with their reading, a move which has improved the standards of both groups

They plan to appoint an extended school manager to co-ordinate the new facilities. They hope to have activities available after the school clubs finish at 4:15 pm. These will be followed by a snack at 5:15 then a "chill-out" time up to 6:30 home time for 7 – 11 year olds. 5 – 6 year olds will go to the neighbourhood nursery after school. During the day courses for parents will be offered such as help with literacy and numeracy and also home child support.

The next phase is expected to open up school on Saturdays and school holidays and also provide community activities. Later they would like to work with ICC and offer evening events.

They already work with Canon Lee School on transition activities for year 6 leavers – a project which the student takes with them into secondary school.

Further visits to schools

The second set of visits was designed with specific queries regarding individual schools. They were at different stages in the process of setting up extended school services and of varying sizes.

St Aelred's Roman Catholic Primary School

The catchment area for this school is St Aelred's Parish which spreads well outside the locality. 66% are from the neighbouring Tang Hall area.

They already have after school clubs such as sports, art, choir, but all are finished by 4:30 p.m. They hope soon to have an "early bird" club for pupils to attend before school starts, perhaps staffed by a teaching assistant. For out-of-school care children go to Hempland Kids' Club at Burnholme Youth Club which is open till about 6 p.m.

They have an Early Years Partnership "Angels" with Derwent Infants, Burnholme Day Nursery, the University Campus Nursery and Stockton Lane Playgroup. There are also some regular childminders. The SENCO is shared with the whole partnership.

Pre-school days help new starters become familiar with school. The school is aware if anybody with special needs is due to join.

There is an active PTA which raises funds and organises social activities. They have organised parenting courses, but have difficulty in reaching the parents who would benefit the most. They would like to offer ICT for parents, but do not have good facilities at present.

Local residents groups meet at the school. The hall is also used by Brownies and Cubs on occasions as well as being regularly used by a drama group. Other events are

held and advertised in the parish newsletter. Neighbours are kept informed of any potential disruption.

They have about £3.5k for extended schools provision this year. They hope to get the Early Bird club started in September 06 – this will offer facilities from 8 a.m. Parents will be canvassed for interest during the summer. Falling rolls means there will be a room available for this. They would like to offer summer holiday activities if facilities were available.

Wheldrake Church of England Primary School

Seven or eight partners are involved including an independent nursery, play group, after school club, Youth Club. A childminder catering for about six children is in close contact (also a parent of a pupil); the Library extension is aimed to be for adult use as well. The Village Hall is next door to the school and very well used.

There is a growing population in the village resulting in a rising school roll. It could be considered to be isolated; buses into York are every two hours. Secondary school pupils mainly go to Fulford School. The school also serves children in a neighbouring village that is out of York's boundary. The church is in a group of five parishes. Adult Education is available in neighbouring Elvington. A few out-of-village children attend play groups in Wheldrake. Lack of transport restricts "After School" staffing provision. Parents greatly value the village ethos which means that the current provision for children is by people well known in the village, thus ensuring a measure of continuity of contact for the younger children.

Regular meetings between partners are held, co-ordinated by the head teacher. There are ideas for additional provision, but there is always the issue of lack of resources to enable them to be put into practice. There is also the issue of shared staff such as caretakers and cleaners and there has been discussion about the need for a business manager of all the services on the site. If health visitors were based in school premises there is a feeling that this would facilitate informal sharing.

The current smooth working appears to be reliant on the good will of specific people rather than clearly defined systems. Expansion would require more formality and organisation, especially for recruiting and replacing (succession planning). School holiday provision does not currently seem to be much needed; (the child minder is less busy in holidays) few of the parents in Wheldrake are eligible for child care support. With regard to increased provision it would have to be "good" quality to attract clients and the current providers would be anxious about the sustainability of any additional provision.

Osbaldwick Primary School

The school works with several private and voluntary partners. Each is represented at half-termly meetings; the focus is on bringing practitioners together to co-ordinate good practice. This is currently chaired by the Chair of Osbaldwick Governors. (The Play Group has its own management committee and is thriving). Steps to Quality provide some funds; the York Child Club puts in money to enable the children to run

a tuck shop. There is a lot of local good will; the school is willing to put in effort on the principle of "enlightened self-interest" as the school is advertised in this way. The Head and the Chair of Governors are anxious to ensure that the 'minor' and voluntary partners are not overawed by high-powered, experienced teachers.

The School's Infant co-ordinator visits local nurseries. There is an after school club from 3.15 to 6.00 (average attendance 16), the church runs a "Kids Club" and a holiday club. They are planning a breakfast club at which they could offer hot meals.

Osbaldwick is an expanding village but right on the "catchment" boundary with the Derwent Schools. Free School meals are now down to 2.6% because mothers are returning to work; nobody is likely to want 8 to 6 cover but this range would attract customers at either end of the school day. 68% pupils arrive at school by car. A new school building is imminent, but then there will be a parking issue.

Sometimes it is difficult for parents to see the division between School Day and National Curriculum and the pre and post school day provisions with regard to quality and responsibility. Both the Head and Chair of Governors felt there was a lot of good will, some high expectations but plenty of confusion about roles, rights and responsibilities. A clear and sound business plan would be needed.

Findings

Local Authorities have a role to play in supporting extended schools. City of York's policy is to build on the work of the Shared Foundation Partnerships (see Annexe 4). Shared Foundation Partnerships were developed in 2001 around infant and primary schools across the city linking childcare providers in the independent, private and voluntary sectors. These now encompass partners from health, social services, libraries and other support services.

These Partnerships are supported city wide through a team of development workers and the Project Manager (Shared Community Partnerships). The Partnerships are widening even further and it is emerging that secondary schools would be at an advantage to link to the Partnerships and understand childcare in their locality. Each of the Shared Foundation Partnerships are autonomous and therefore respond to local needs and have a diverse range of partners which directly reflect the geographical locations. For example, in some areas it may be useful to have Sure Start Local Support workers whilst for others it may be the Brownie leader. There is a qualified teacher (QTS) and also a Special Educational Needs Co-ordinator (SENCO) on each of the Shared Foundation Partnerships and this person is given a small annual payment to ensure information on best practice and any new initiatives is cascaded through the partnerships.

School premises are used to provide activities delivered by other members of the partnerships. In some instances it has been found that the lettings policy for the school premises has made them prohibitively expensive for community activities.

Evidence from smaller and more rural communities suggests that some schools may need to join together in a local cluster to provide services and achieve extended schools status.

Recommendation 4
The Council will support the shared foundation partnerships by encouraging the operation of a flexible lettings policy for accommodating extended school and community activities.
Recommendation 5
The Council supports the clustering of schools in order to develop services and business support which extends provision.

This arrangement exceeds the DfES requirement of a SENCO on a ratio of 1:20 settings and QTS on a ratio of 1:10. Each Partnership is required to produce an annual action plan, which shows progress towards Extended Schools. The TDA (Training & Development Agency) has gained the contract from the DfES to ensure the delivery of the extended Services initiative. This contract was previously held by the National Remodelling Team). As part of the TDA's support to local authorities, officers from within local authorities have accessed an intensive four-day training programme. The head of the Early Years and Extended Schools Service in York is trained as an Extended Schools Advisor who will lead training and development for all schools and their partners. She will be supported in delivering a programme to all schools in York and their partners by Extended Schools Consultants who attended training with her.

The training for schools is a one-day event to explore possible issues and barriers to Extended Services and how to overcome them. The TDA have given York extensive support and a TDA consultant will help to deliver the training to school headteachers, governors and Shared Foundation Partnership Members. There is national funding to support this initiative, which in York has been devolved to the Partnerships. In November 2005 all schools received an Information guide and DVD on Extended Schools which was launched at a conference at York Racecourse.

Of the five core offers the ones which prove most difficult to achieve focus around partnership working with agencies who do not have the capacity. The Council's new structuring of the Learning, Culture and Children's Service will help this and the council is also applying for a Children's Services Pathfinder bid under the government's Respect agenda in order to support parenting across the city and a Pathfinder bid to enable parents to access 15 hours free education around play and care for 3 – 4 year olds (see Annexes 8 and 9).

The Education Scrutiny Committee meeting of 20 June 2006 suggested that progress should be reviewed again in March 2008

Recommendation 6
The Council will take up the opportunity to bid to be a Pathfinder authority in order to improve parenting support.

Recommendation 7
The Council will take up the invitation to bid to be a Pathfinder authority in order to look at developing longer free sessions for 3 and 4 year olds in education, care and

play.

Recommendation 8
The extended schools provision will be reviewed by Scrutiny in March 2008

Participants in Scrutiny Review of Extended Schools Provision

Members of the Board

Cllr Glen Bradley (Chair until May 2006)
Cllr Charles Hall (Member and Chair from May 2006)
Cllr Keith Aspden (until May 2006)
Cllr Martin Bartlett (from May 2006)
Cllr Ian Cuthbertson
Cllr Janet Hopton (until May 2006)
Cllr Alan Jones (from May 2006)
Cllr Viv Kind
Cllr David Livesley
Cllr David Scott (until May 2006)

Co-opted Members

Graham Clayton
David Sellick
Andrew Lawton

CYC Officers and Members

Patrick Scott	Director of Children's Services
Heather Marsland	Head of Early Years and Extended Schools
Rosemary Flanagan	Acting Deputy Head of Early Years and Extended Schools
Ann Spetch	Manager of Quality Care and Education, Early Years
Barbara Mands	Acting Deputy Head of Service, Early Years and Childcare
Karl Jarvis	Head of Hob Moor School
Mark Barnett	Head of Westfield School
Mrs S Audsley	Head of Clifton Green School
David Houghton	Head of St Aelred's School
Helen Rodbourn	Head of Wheldrake School
Mrs L Barringer	Head of Osbaldwick School
Barbara Boyce	Scrutiny Services

Members of other organisations

Kay Kendall	Manager, Parklands Children's Centre

Scrutiny Management Committee 24 July 2006

Report of the Head of Civic, Democratic and Legal Services

Update Report Re: Outstanding Scrutiny Reviews for Completion

Summary

1. At their meeting 30th May 2006 Members of the Scrutiny Management Committee (SMC) received a report seeking views regarding, registered not activated and ongoing scrutiny reviews from the period prior to implementation of the New Constitution.

2. Members were advised that the following Scrutiny Boards were still requiring time to complete reviews started in 2005 and 2006:-
   a. Environment & Sustainability Scrutiny Board –"Sustainable Street Lighting"
   b. Housing Scrutiny Board –"Reducing Carbon Emissions from Public and Private Sector York's Housing"
   c. Commercial Services Scrutiny Board – "Community Recycling and Re-Use in York"
   d. Planning & Transport Scrutiny Board – "Guidance for Sustainable Development"

3. It was resolved at that meeting that no further scrutiny reviews be commenced or new Ad-hoc Scrutiny Committees appointed to allow capacity for the completion of the outstanding reviews. The following timescale for completion of each review and its commencement to SMC, was also agreed:

   a. Sustainable Street Lighting – to SMC on 26 June 2006
   b. Reducing Carbon Emissions from York's Housing – to SMC on 26 June 2006
   c. Community Recycling & Re-Use in York – to SMC in July 2006
   d. Guidance for Sustainable Development - to SMC in July 2006.

4. This report provides the Members of SMC with the progress to date regarding their decisions in respect of each outstanding review.

Background

5. **Environment & Sustainability Ad Hoc Scrutiny Sub-Committee – "Sustainable Street Lighting":** Delivering research and findings regarding approaches the Local Authority might take to deliver more sustainable street lighting, progressed through SMC at their meeting 26th June 2006.

6. Members of the Executive will be presented with the final report of the Environment and Sustainability Scrutiny Board and Sustainable Street Lighting Scrutiny Sub-Committee at their meeting 25th July 2006. Thereafter SMC will be advised of the implementation of recommendations in respect of this review for monitoring purposes.

4. **Housing Ad Hoc Scrutiny Sub-Committee –"Reducing Carbon Emissions from Public and Private Sector York's Housing":** Consideration was given to the draft final report of the former Housing Scrutiny Board presenting their research and findings regarding approaches Local Authorities might take in reducing carbon emissions in York's public and private sector housing.

5. The Sub-Committee were recommended to agree the report and subject to amendments, its submission to Scrutiny Management Committee, in line with their decision to complete outstanding scrutiny topics as a matter or urgency.

6. Members felt that this topic required further consideration by the Ad Hoc Scrutiny Sub-Committee to enable full final consideration and input from both members and Officer consultees on the implications of recommendations.

7. Members considered a list of proposed amendments to the report, circulated by email. A copy of the draft final report and agreed amendments to it can be accessed via 'Council Meetings' on the Council's web site. A full copy of the draft final report will be published for consideration at the September meeting of Scrutiny Management Committee, once the Ad-Hoc Sub-Committee has had an opportunity to complete its review in August.

8. **Planning & Transport Scrutiny Board – "Guidance for Sustainable Development":** Members of the Ad-Hoc Sub-Committee convened to complete this review will consider a draft report for amendment, agreement and clearance to SMC on the 17th July 2006. An electronic copy can be accessed via 'Council Meetings' on the Council's web site. However, a copy of the report published with the agenda for that meeting is attached at Annex A for Members of the Committee. An updated version will be provided after the meeting on the 17th.

9. **Commercial Services Scrutiny Board – "Community Recycling and Re-Use in York":** At the time of SMC's decision this Board's review was least nearing completion, the boards last site visit was only conducted in May. Much work will be required between the Scrutiny Officer, Chair and Committee Members to pull this review together. For that reason, it was agreed by the Head of Civic, Democratic & Legal Services in conjunction with the Chair of SMC, that completion of the review be held back until August for subsequent report back to SMC in September.

Consultation

10. Consultation has been ongoing with relevant Members and officers on progress with regard to completion of these outstanding reviews.

Options

11. **Either:** To approve the all recommendations in the report.

12. **Or:** To approve some or none of the recommendations within the report,

Corporate Objectives

13 The report fits with the aims of the following Corporate Objectives

Improving our organisational effectiveness

- Improve our focus on the needs of customers and residents in designing and providing services
- Improve leadership at all levels to provide clear, consistent direction to the organisation
- Improve the way the Council and its partners work together to deliver better services for the people who live in York

Implications

14. There are no known implications in relation to any of the following at this stage of any of the reviews referred to in this report with the exception of those listed in the draft final report on 'Guidance for Sustainable Development'. See relevant section in attached report.

- **Finance** None
- **Human Resources (HR)**
- **Equalities** None
- **Legal** None

- **Crime and Disorder** None
- **Information Technology (IT)** None
- **Property** None
- **Other** None

Risk Management

15. There are no known risk management implications associated with this report, other than any identified as part of the draft final report attached on 'Guidance on Sustainable Development'.

Recommendations

16. Members of SMC are asked to;

    a. Note the completion of the work of the former Environment and Sustainability Scrutiny Board and set a date for review of the implementation of recommendations to be considered by the Executive on 25 July 2006.
    b. Agree the request of the Ad-Hoc Housing Scrutiny Sub-Committee to extend its work on the Housing topic Reducing Carbon Emissions in York's Housing with a view to completing the review for report back to SMC at its meeting in September;
    c. Consider the recommendations and findings in the draft final report in relation to 'Guidance on Sustainable Development' (See Annex A)
    d. Note that completion of the former Commercial Services Board review on community recycling and re-use in York will take place through the Ad-hoc Sub-Committee during August/September.

Reason

17. To facilitate proper completion of the work of the former boards: Planning and Transport, Housing and Commercial Services and provide realistic timescales for consultation on any proposed recommendations.

Contact Details

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Democratic Services Manager
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Chief Officer Responsible for the report:
Suzan Hemingway
Title: Head of Civic, Legal and Democratic Services

Report Approved ✓ **Date** 13/06/2006

Specialist Implications Officer(s)
None

Wards Affected: *List wards or tick box to indicate all* **All** √

For further information please contact the author of the report

Background Papers:

Final Report to the Executive 25th July 2006: Street Lighting - Strategic Management /Procurement to Reduce CO2 Emissions and Waste. And as listed in the draft final report at Annex A.
Draft Final Report: 5th July 2006 Reducing Carbon Emissions from York's Public and Private Sector Property And as listed in the draft final report at Annex A.
Draft Final Report: 17th July 2006 Planning Guidance for Sustainable Development And as listed in the draft final report at Annex A.

Annexes

Annex A – draft final report to Ad-Hoc Scrutiny Sub-Committee on Guidance for Sustainable Development – 17 July 2006

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CITY OF YORK COUNCIL

ANNEX A

Sustainable Development Scrutiny Sub-Committee

Guidance for Sustainable Development.

Agreed at Sustainable Development Scrutiny Sub-Committee 17th July 2006

Considered by Scrutiny Management Committee 26th July 2006

Agreed at Executive Date XXXXX

Compiled by R. Sherratt

Chair's Foreword

Contents

CHAIR'S FOREWORD

SUMMARY OF RECOMMENDATIONS

1. **Sustainability statements are required from developers clearly addressing the relationship of proposals to sustainability policies in the Local Plan and in the Local Development Framework documents that will replace it.**

2. **The Local Plan, and the Local Development Framework documents that will replace it, should ensure that sustainability forms a coherent thread, removing contradictions or conflict between sections on, say, housing and transport and, say the historic environment.**

3. **That Policy NE1: Trees, Woodlands and Hedgerows be strengthened so that all trees which are planted automatically have Tree Preservation Orders placed on them, on the grounds that this would ensure ongoing carbon dioxide absorption and visual screening.**

4. **That chapters on the Historic Environment in the Local Plan, and the Local Development Framework documents that will replace it, be amended to make reference to environmental sustainability, as protecting the historic environment, and not exclude environmentally sustainable development and design, as environmental sustainability has a contribution to make towards the protection of historic buildings; in line with Planning Policy Statement 22.**

5. **Improving the use of good quality, historic buildings, including space above shops by encouraging the incorporation of high quality insulation and double glazing where it is possible to do this without compromising the appearance of the building.**

6. **The Local Development Framework documents must ensure the provision of buildings people can live and work in over time, with sufficient amenity space and good quality construction work. Developers should be required when submitting plans for all new development or redevelopment requiring significant work to existing buildings envelope to;**

    i. **Plan parking provision and storage space within the buildings footprint, i.e. within basements etc.**
    ii. **Ensure roof angles and cavity on all new build should allow for extension to the liveable space**
    iii. **Ensure provision of space for hanging out washing to defray from the use of dryers.**

7. **The preservation of green spaces and gardens, particularly in the city centre and the inclusion of green space or water features in major new developments, such as Hungate**

8. **The avoidance of overdevelopment, particularly in terms of excessively high buildings and the incorporation of a greater degree of shared and public green**

space encouraging leisure use and, extension of green corridor and biodiversity.

9. **That in light of part of the development at Fieldside place being overshadowed by flats built on an adjoining site greater emphasis needs to be placed in respect of maximising solar gain through all new developments. Including better assessment of the impact of future development proposals on existing build and that an SPG ensures that new developments cannot materially reduce the solar gain on neighbouring developments, whether existing or already having planning permission.**

10. **That the SPG includes reference to the whole life costs of buildings and limiting the footprint of buildings, for example, by extending into roof space rather than gardens and open spaces.**

11. **The Local Development Framework and of City of York Council includes a Calderdale/Merton Style Target requiring developers to ensure that <u>at least</u> 10% of all energy required is provided from renewable sources in all new and significantly refurbished developments up to 2010. Including domestic and with a rising target for onsite embedded renewables (greater than or equal to 15% by 2015 and greater than or equal to 20% by 2021 etc) thereafter.**

12. **The City of York Council in consultation with the Local Strategic Partnership and steering group of LA21 adopts and monitors the following Local Quality of Life Indicators, with a particular bearing on energy and environmental impact:**

    24 - Levels of key air pollutants;
    25 - Carbon dioxide emissions by sector and per capita emissions;
    26 - Average annual domestic consumption of gas and electricity (kwh)

13. **That work involving engagement with local architects to assess interest, familiarity with and use of sustainable buildings methods be conducted by officers in Buildings Control.**

14. **That Buildings Control investigate the sourcing and availability of materials for sustainable development in York and make that information readily available to the public.**

15. **That the City of York Council Produce its own Sustainable developers Guide using the amalgamated chapters as a starting point**

16. **That the LDF Core strategy should include a provision for all new developments requiring developers to plant a fruit tree for each new property or, if a fruit tree is not suitable root stock for location another other small native species such as rowan or crab apple. To encourage local produce production and /or provide food for wildlife.**

17. **That the LDF Core strategy should include a provision for all new developments requiring developers to show planting plans for verges to**

include a reasonable proportion of medium to large scale native deciduous tree species at densities no less than 1 per 3 meters to improve air quality and provide shading, and in instances where this will not be proven to obstruct measures for winter solar gain in the surrounding buildings envelope, to include native evergreen species such as Holly, Yew and Scots pine.

18. **That the LDF Core strategy should include a provision for all new developments requiring developers where boundaries between adjacent properties need to be identified not to use fencing or walls and adopt and implement instead plans for the incorporation of native species hedging at the next nearest suitable planting season, ie. beech, hawthorn, lime, field maple in Autumn and Holly and or Yew in early spring.**

19. **That the LDF Core strategy should include a provision for all new developments requiring developers to remove hard standing areas and incorporate standing which proves higher levels of soak away such as permeable grass through growth paviers.**

20. **That the LDF Core strategy should include a provision for all new developments requiring developers to provide water butts to ensure rainwater harvest and recycling from roof run-off at properties and minimize reliance on potable water supply and the energy used to treat it.**

21. **That the LDF Core strategy should include a provision for all new developments requiring developers to show full consideration and incorporation of features for grey water recycling.**

22. **That the Executive write to the Yorkshire and Humber Assembly requesting the development of recognised voluntary standards above the minimum or those readily achievable in buildings envelope promoting lower energy usage and emissions and thereafter establish a framework for adoption of Part Y as outlined in the Energy chapter annexed in this report + an annual awards framework for Developments and web portal advertising this. Including the consideration of;**

- **Automatic registration and certification based on spec.**
- **Published Information about awards for annual round based on evaluation against spec of final build, details of judging criteria, candidate development and build profiles + Hyper Links**
- **Publication of Outcomes & Event for Regional Award Winners + Hyper Links**
- **Indication of winners as high achieving Exemplar Projects from sum total of data base**

23. **That developers be recommended - in the form of an amendment to the Supplementary Planning Guidance (SPG) – to ensure that all new or significantly refurbished developments should give consideration to incorporating sustainable – renewably powered - street lighting [as defined in this council's Street Lighting Strategy if approved by the Executive]. Officers to**

research and investigate the inclusion of a more detailed policy to address this issue as part of the development of the Local Development Framework (LDF).'

24. That a feasibility study be carried out to explore the viability of Building Control acting as the council's promoter of sustainable construction, as set out in the 'Promotion of Sustainable Construction Methods and the Implications for Building Control staffing levels' report found as an annex to this scrutiny report.

25. That an SPG is adopted requiring that access to public transport services be of material consideration when evaluating planning proposals for health service provision, such as dentists and doctors' surgeries. And that this be reflected in the LDF.

Summary of Implications of Recommendations for City of York Council

Implications Recommendation 1.	
Finance	
Human Resources	
Equalities	
Legal	
Crime and Disorder	
Information Technology	
Property	
Other	
Implications Recommendation 2.	
Finance	
Human Resources	
Equalities	
Legal	
Crime and Disorder	
Information Technology	
Property	
Other	
Implications Recommendation 3.	
Finance	
Human Resources	
Equalities	
Legal	
Crime and Disorder	
Information Technology	
Property	
Other	
Implications Recommendation 4.	
Finance	

Human Resources	
Equalities	
Legal	
Crime and Disorder	
Information Technology	
Property	
Other	
Implications Recommendation 5.	
Finance	
Human Resources	
Equalities	
Legal	
Crime and Disorder	
Information Technology	
Property	
Other	
Implications Recommendation 6.	
Finance	
Human Resources	
Equalities	
Legal	
Crime and Disorder	
Information Technology	
Property	
Other	
Implications Recommendation 7.	
Finance	
Human Resources	
Equalities	
Legal	
Crime and Disorder	

Information Technology	
Property	
Other	
Implications Recommendation 8.	
Finance	
Human Resources	
Equalities	
Legal	
Crime and Disorder	
Information Technology	
Property	
Other	
Implications Recommendation 9.	
Finance	
Human Resources	
Equalities	
Legal	
Crime and Disorder	
Information Technology	
Property	
Other	
Implications Recommendation 10.	
Finance	
Human Resources	
Equalities	
Legal	
Crime and Disorder	
Information Technology	
Property	
Other	
Implications Recommendation 11.	

Finance	
Human Resources	
Equalities	
Legal	
Crime and Disorder	
Information Technology	
Property	
Other	
Implications Recommendation 12.	
Finance	
Human Resources	
Equalities	
Legal	
Crime and Disorder	
Information Technology	
Property	
Other	

Final Report: Guidance for Sustainable Development.

Summary

1. Members of the Executive are presented with the final report of the Sustainable Development Scrutiny Sub-Committee (formerly Environment & Sustainability Planning and Transport Scrutiny Board) delivering their research and findings regarding the approach our Local Authority might take to delivering more sustainable planning and development.

Background

2. Between 2005 and 2006 Scrutiny[1] at the City of York Council advanced the development of more robust and holistic strategic approaches to delivering carbon reduction and energy sourcing within the authorities own activities. These approaches have covered all sectors of the Council's work bar transportation fuel, including;

   a. CO_2 reduction from domestic property: public and private
   b. Sustainable Street Lighting
   c. Reducing managing and monitoring energy consumption in council property
   d. Ensuring increasingly sustainable supply and embedded micro-generation in council property

3. The Commercial Services Scrutiny Board also began work on improvements regarding recycling and reuse.

4. The work of the planning and Transport Scrutiny Board[2] was considered to be a significant area for Scrutiny recommendations supporting the authority working in partnership with individuals, public and private sector organisations to ensure that;

   1. Our Local Development Framework incorporates the highest enforceable levels of sustainability
   2. Our special planning guidance steers towards the adoption of standards of sustainable excellence
   3. Recent changes to the National Planning Policy framework promoting greater sustainability are adopted.
   4. Our authority meets the Audit Commission's aims for increased sustainable assessment in the Comprehensive Performance Assessment (CPA); for more information regarding Comprehensive Performance Assessment see glossary
   5. Our citizens are given greater access to and understanding of the imperatives for sustainable building and how to achieve this

15. Members agreed their research should include;

[1] Through work of the Boards: Environment and Sustainability and Housing,
[2] See Annex A for the topic registration form

i. Examination of planning guidance for sustainable development used elsewhere in the UK.
ii. Further information from the Local Government Association (LGA) and the Local Government Information Unit (LGIU) where relevant.
iii. Liaison with the City Development Team to ensure sustainability is incorporated into the fourth set of changes to the Local Plan.
iv. Keeping abreast of legislative changes taking place affecting regional planning guidance, including targets for waste disposal and renewable energy, and how statutory requirements and could be incorporated and their implications assessed.
v. Consultation with English Heritage, consultation with and visits to Housing Association responsible for Fieldside Place, St Nicholas Field's Environmental Community Centre, Kirklees Council regarding the Sun cities solar programme and Zen.

6. During the course of the Scrutiny Members considered the enforceable and voluntary mechanisms this and other Local Authorities had available to them to influence sustainability in development including

a) Special Planning Guidance.
b) The Council's current planning policy framework.
c) The developing Regional Spatial Strategy (RSS)
d) The developing Local Development Framework (LDF)
e) The Council's incorporation of sustainable approaches into the design and construction work of its property portfolio.
f) Ways of improving Council advice on sustainable design and construction.
g) Ways of raising awareness of the range of options available for sustainable design and construction
h) The communication of best practice from other local authorities and Europe
i) Provision of affordable housing and housing for an ageing population and their relationship with sustainable design and construction
j) Mechanisms for regular revisions to Supplementary Planning Guidance and related frameworks enforcing sustainability.

Planning Policy Frameworks

7. The new national planning policy framework requires the Regional Assemblies and Local Planning Authorities to conduct a sustainability appraisal of the development framework documents and adopt more sustainable approaches to planning. In brief national governments raft of new planning policy statements

Endorse;

a) The use of brown-field site and the refurbishment of existing buildings envelope as a priority.
b) Redevelopment of areas of deprivation to encourage regeneration
c) Redevelopment of town and city centres to ensure mixed usage throughout all hours

d) Increased emphasis on mixed development incorporating domiciliary, business shopping and leisure facilities, minimising reliance on transportation.
e) The integration of a greater proportion of green space within all built areas for the combined purposes of leisure and nature habitat
f) The integration of renewable energy, community energy netting and Combined Heat and Power (CHP)
g) Better management of Water to prohibit summer droughts and seasonal flooding through integrated soak-away, grey water recycling and the proper assessment of developmental impact on flood plain or natural run off areas.
h) Greater awareness of transport networking which prioritises pedestrian and cyclist access then access through well devised public transport nets

Prohibit;

a) The development of out of town shopping complexes etc
b) Development increasing reliance on private car ownership and transportation
c) Negative statements and approaches to renewable energy production

8. In view of detailed consideration of the aims of this the Members of the Planning and Transport Scrutiny Board Agreed the following Recommendations.

RECOMMENDATIONS

1. **Sustainability statements are required from developers clearly addressing the relationship of proposals to sustainability policies in the Local Plan and in the Local Development Framework documents that will replace it.**

2. **The Local Plan, and the Local Development Framework documents that will replace it, should ensure that sustainability forms a coherent thread, removing contradictions or conflict between sections on, say, housing and transport and, say the historic environment.**

3. **That Policy NE1: Trees, Woodlands and Hedgerows be strengthened so that all trees which are planted automatically have Tree Preservation Orders placed on them, on the grounds that this would ensure ongoing carbon dioxide absorption and visual screening.**

4. **That chapters on the Historic Environment in the Local Plan, and the Local Development Framework documents that will replace it, be amended to make reference to environmental sustainability, as protecting the historic environment, and not exclude environmentally sustainable development and design, as environmental sustainability has a contribution to make towards the protection of historic buildings; in line with Planning**

Policy Statement 22.

5. Improving the use of good quality, historic buildings, including space above shops by encouraging the incorporation of high quality insulation and double glazing where it is possible to do this without compromising the appearance of the building.

6. The Local Development Framework documents must ensure the provision of buildings people can live and work in over time, with sufficient amenity space and good quality construction work. Developers should be required when submitting plans for all new development or redevelopment requiring significant work to existing buildings envelope to;

- **Plan parking provision and storage space within the buildings footprint, i.e. within basements etc.**
- **Ensure roof angles and cavity on all new build should allow for extension to the liveable space**
- **Ensure provision of space for hanging out washing to defray from the use of dryers.**

7. The preservation of green spaces and gardens, particularly in the city centre and the inclusion of green space or water features in major new developments, such as Hungate

8. The avoidance of overdevelopment, particularly in terms of excessively high buildings and the incorporation of a greater degree of shared and public green space encouraging leisure use and, extension of green corridor and biodiversity.

9. That in light of part of the development at Fieldside place being overshadowed by flats built on an adjoining site greater emphasis needs to be placed in respect of maximising solar gain through all new developments. Including better assessment of the impact of future development proposals on existing build and that an SPG ensures that new developments cannot materially reduce the solar gain on neighbouring developments, whether existing or already having planning permission.

10. That the SPG includes reference to the whole life costs of buildings and limiting the footprint of buildings, for example, by extending into roof space rather than gardens and open spaces.

9. The National Planning Policy frameworks and buildings regulations reflect increased awareness of the need to address climate change, insecurity of fuel supply and fuel poverty. Regional Spatial Strategies (RSS) and Local Development frameworks will be required to incorporate 'Planning Policy

Statement 22: Renewable Energy' (PPS22) emphasising the importance of Regional and Local Planning Authority's developing positively expressed policies on integrated renewables.

10. National Government recently announced its expectation[3] that all planning authorities" put in place policies on a par with Merton and Croydon. National clarification of PPS22 wording regarding the wider take-up of Merton-type pro-renewables planning policies emphasised that "It is essential that all planning authorities follow this example and all Chief Planning Officers will be written to urging them to do so".

11. Adoption of a Calderdale/Merton Style Target will require developers to ensure that at least 10% of all energy required is provided from renewable sources in developments – including domestic – up to 2010 with a rising target for onsite embedded renewables (15% by 2015, 20% by 2021 etc) thereafter. This requirement and the associated targets should be explicit in the developing City of York Council Local Development Framework.

12. Housing and Planning Minister Yvette Cooper MP has praised policy promoting renewable energy in the Yorkshire and Humber draft Regional Spatial Strategy. Speaking at the Regional Housing Forum Annual General Meeting the minister singled out the pioneering policy calling for 10% of the energy in all major new developments to be generated on-site from renewable sources.

13. Whilst the Regional Spatial Strategy will have significant influence over all the Local Development Plans now being prepared. All seven of the local plans reviewed for our region to date include a renewable energy targets or will include them in later Local Development documents. The Authorities identified were Yorks and Humber Assembly for the draft Regional Spatial Strategy, Ryedale, Doncaster, Calderdale, Hambleton and Wakefield. The Housing Scrutiny Board in noting these changes requested that the former Planning and Transport Scrutiny Board reflect this in their final report resulting in the following recommendation.

Provisional Recommendation

11. The Local Development Framework and of City of York Council includes a Calderdale/Merton Style Target requiring developers to ensure that at least 10% of all energy required is provided from renewable sources in all new and significantly refurbished developments up to 2010. Including domestic and with a rising target for onsite embedded renewables (greater than or equal to 15% by 2015 and greater than or equal to 20% by 2021 etc) thereafter.

[3] The Minister for Housing and Planning (Yvette Cooper) Written Ministerial Statements *Thursday 8 June 2006* Communities And Local Government PPS22

14. At their meeting February 2006 the former Planning and Transport Scrutiny Board were briefed regarding the March 2005 publication of the UK Government Sustainable Development Strategy 'Securing the Future'. The associated guidance for monitoring, entitled 'Local Quality of Life Indicators – Supporting Local Communities to Become Sustainable', includes complementary indicators for Local Authorities and Local Strategic Partnerships[4]. The guidance recommends Local Authorities and Local Strategic Partnerships adopt nine local quality of life indicators, three of which had a particular bearing on sustainable energy and environmental impact:

- 24 – Levels of key air pollutants;
- 25 – Carbon dioxide emissions by sector and per capita emissions;
- 26 – Average annual domestic consumption of gas and electricity (kwh).

15. Whilst the Board was advised that the indicators are presently voluntary (i.e. non-statutory), they were drafted to flesh out statutory indicators and help monitor the effectiveness of Sustainable Community Strategies. The Board decided to approve the following recommendation in their final report.

Provisional Recommendation

12. The City of York Council in consultation with the Local Strategic Partnership and steering group of LA21 adopts and monitors the following Local Quality of Life Indicators, with a particular bearing on energy and environmental impact:

24 – Levels of key air pollutants;

25 – Carbon dioxide emissions by sector and per capita emissions;

26 – Average annual domestic consumption of gas and electricity (kwh).

16. During the course of the scrutiny Board Members also considered other mechanisms Local Authorities had used to encourage greater sustainability. These included the production of 'online and hard copy sustainable developer guides covering best practice and information about local exemplar projects, architects and suppliers promoting high sustainable design and build.

17. Based on the Sustainable Developer Guides from other LA's some amalgamated chapters of such guidance were created to inform the Boards work. These are enclosed at Annexes B-G

18. The Head of Building Control attended the Boards meeting in September 2005 and reported that he had had discussions with the Joseph Rowntree Trust (JRT), who were keen to work with the council on sustainable development and were looking for projects coming up in the future where sustainable materials could be used.

19. In addition to Members suggesting that JRT investigate the possibility of obtaining grants from clear skies to install photovoltaic cells in the properties.

[4] published August 2005

Members discussed the possibilities of Buildings Control devising broader community, trade and buildings support encouraging the sourcing, use and application of sustainable materials and methods.

20. The Head of Building Control also advised that discussions had been held with the Federation of Master Builders to assess if there were clients who wished to have a sustainably designed and constructed property, with whom the council could work to provide the necessary support and expertise.

RECOMMENDATIONS	
14	**That work involving engagement with local architects to assess interest, familiarity with and use of sustainable buildings methods be conducted by officers in Buildings Control.**
15	**That Buildings Control investigate the sourcing and availability of materials for sustainable development in York and make that information readily available to the public.**
16	**That the City of York Council Produce its own Sustainable developers Guide using the amalgamated chapters as a starting point**
17	**That the LDF Core strategy should include a provision for all new developments requiring developers to plant a fruit tree for each new property or, if a fruit tree is not suitable root stock for location another other small native species such as rowan or crab apple. To encourage local produce production and /or provide food for wildlife.**
18	**That the LDF Core strategy should include a provision for all new developments requiring developers to show planting plans for verges to include a reasonable proportion of medium to large scale native deciduous tree species at densities no less than 1 per 3 meters to improve air quality and provide shading, and in instances where this will not be proven to obstruct measures for winter solar gain in the surrounding buildings envelope, to include native evergreen species such as Holly, Yew and Scots pine.**
19	**That the LDF Core strategy should include a provision for all new developments requiring developers where boundaries between adjacent properties need to be identified not to use fencing or walls and adopt and implement instead plans for the incorporation of native species hedging at the next nearest suitable planting season, ie. beech, hawthorn, lime, field maple in Autumn and Holly and or Yew in early spring.**
20	**That the LDF Core strategy should include a provision for all new developments requiring developers to remove hard**

standing areas and incorporate standing which proves higher levels of soak away such as permeable grass through growth paviers.

21 **That the LDF Core strategy should include a provision for all new developments requiring developers to provide water butts to ensure rainwater harvest and recycling from roof run-off at properties and minimize reliance on potable water supply and the energy used to treat it.**

22 **That the LDF Core strategy should include a provision for all new developments requiring developers to show full consideration and incorporation of features for grey water recycling.**

23 **That the Executive write to the Yorkshire and Humber Assembly requesting the development of recognised voluntary standards above the minimum or those readily achievable in buildings envelope promoting lower energy usage and emissions and thereafter establish a framework for adoption of Part Y as outlined in the Energy chapter annexed in this report + an annual awards framework for Developments and web portal advertising this. Including the consideration of;**

- **Automatic registration and certification based on spec.**
- **Published Information about awards for annual round based on evaluation against spec of final build, details of judging criteria, candidate development and build profiles + Hyper Links**
- **Publication of Outcomes & Event for Regional Award Winners + Hyper Links**
- **Indication of winners as high achieving Exemplar Projects from sum total of data base**

23. **That developers be recommended - in the form of an amendment to the Supplementary Planning Guidance (SPG) – to ensure that all new or significantly refurbished developments should give consideration to incorporating sustainable – renewably powered - street lighting [as defined in this council's Street Lighting Strategy if approved by the Executive]. Officers to research and investigate the inclusion of a more detailed policy to address this issue as part of the development of the Local Development Framework (LDF).'**

24. **That a feasibility study be carried out to explore the viability of Building Control acting as the council's promoter of sustainable construction, as set out in the 'Promotion of Sustainable Construction Methods and the Implications for Building Control staffing levels' report found as an annex to this scrutiny report.**

25.	**That an SPG is adopted requiring that access to public transport services be of material consideration when evaluating planning proposals for health service provision, such as dentists and doctors' surgeries. And that this be reflected in the LDF**

21. That sub-committee considering the final report of the former Environment and Sustainability Scrutiny Board on sustainable street lighting requested in their final report (june 2006) that the former planning and transport scrutiny board regarding sustainable development be requested to include the following recommendation to the Executive.

Contact details:

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Background Papers and Further Reading

Title and Author(s)	**Publisher and Date**
Planning Policy Statement 22: Renewable Energy	ODPM - Crown Copyright 2004
Planning for Renewable Energy A Companion Guide to PPS22	ODPM - Crown Copyright 2004
Yorkshire and Humber Energy Policy Statement – Draft 2	Yorkshire and Humber Assembly
Securing The Future – The UK Government Sustainable Development Strategy	Crown Copyright 2005
The Sustainable Buildings Task Group report & The Sustainable Buildings Task Group report: one year on May 2004-May 2005	Department of Trade and Industry June 2004 & 2005
The Energy White Paper Volume 2 Renewable Energy Planning	TSO 2003 AEAT Report to the Government Office for Yorks and the Humber

The Sustainable and Secure Buildings Act

Energy

Energy (for (add date) *or* in (Local Authority name))

Subsection of Energy Chapter. Introduction to the context national, regional and local, generally including paragraphs containing the following information;

Show present data; i.e. the % of the authority area's greenhouse gas emissions and the energy requirements of the local buildings that contribute towards this. Energy use in buildings accounts for nearly half of the UK's delivered energy consumption and over half of the UK's carbon dioxide emissions. Government Energy policy now recognises the role that energy saving and renewable energy technologies will need to play in reducing emissions of greenhouse gases and the UK's dependence upon fossil fuels.
Explaining sources of data etc

Introduce **Key objectives** i.e;

i. Strategy (climate change where applicable) /Vision/Local planning framework ensures;
   - All new developments are built to the highest standards of energy efficiency
   - Pre-existing developments are modernised and improved to achieve the new standards and targets for energy efficiency

ii. All new and an increasing number of pre-existing buildings obtain their requirements from localised renewables and efficient sources. *(insert set minimum targets with dates – may include ref to regional and national targets framework)* Target date for achieving city wide Carbon Neutrality (*where applicable see Newcastle)*

Highlight positive relationship between **prudent energy management and planning and the developer's and business communities** perspective i.e:

Reducing energy consumption and other resources during construction can result in lower direct costs for the developer, thus helping profitability. Low energy buildings not only reduce energy costs, but also improve building performance reducing damp and/or condensation; which may be expensive to remedy retrospectively and causes significant expenditure for Social Landlords. Damp has historically been a principal factor in properties remaining empty.
Lower energy buildings increase the sellability of a development, as low energy consuming homes and business incorporating renewables technologies have a marketable advantage on competitors when buildings are sold or let i.e;

- Domestic perspective: - costs of mortgage in an inflated market can be balanced against lower monthly outgoings in other areas such as utility costs. Research surveys carried out by CABE, the WWF and the Halifax (July 2004) found that 84% of people would be willing to pay an average of 2% extra on the purchase price their home if they are environmentally sound and 87% of buyers want to know if their homes are environmentally friendly (see cabe.org.uk).
- Lower running costs in business premises reduce overheads, thus supporting maintenance or improvement of net profitability.
- Landlords as potential purchasers of new developments or improvers of existing stock will be increasingly competing with the market advantage in letting low energy buildings. Already the case in the student rented sector nationally.

Highlight importance of adapting to meeting and competing in a **rapidly changing and increasingly regulated market:**

- The once small or specialist 'green' consumer market, has rapidly mainstreamed due to popularisation of the issue – programmes such as BBC2 'No Waste Like Home', newspaper and journal articles on climate change etc. This sector of the market will soon predominate and is prepared to pay a premium for buildings that have been designed to 'green' specifications and leave anything less empty.

- As the domestic market has changed businesses are developing a parallel awareness of the marketing advantages of their own business premises, practices and products having a transparent and measurable 'green image'.

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Introduce importance re **Public Sector Buildings**: Increasingly Local Authorities are aware of the consequences of high energy, the legislative framework requires much more from them to reduce energy consumption and CO_2 emissions. The public sector is inevitably choosing buildings designed to the lowest achievable energy specifications. Developers are wise to plan ahead of the legislation ensuring when legal requirements come into force they can be achieved with minimal confusion and cost.

Introduce importance re **EU Directive on Energy Performance of Buildings:** Directive 2002/91/EC of the European Parliament and Council, on the energy performance of buildings, must be adopted into UK legislation by January 2006. It will greatly affect awareness of energy use in buildings. The legislation will affect all buildings, both domestic and non-domestic.

In brief, the directive aims to improve the energy performance of buildings by requiring:

- Methodology to calculate integrated energy performance of buildings.
- The Energy certification of buildings
- Energy minimising requirements must be met in new buildings. Those buildings with a useful floor area over 1000 m2 must formally consider to the following alternative systems for heating:
  - CHP
  - District or block heating or cooling
  - Heat Pumps
  - Local energy supply based upon renewable energy
- Existing Buildings; large existing buildings being renovated must reduced energy requirements, buildings with a total useful floor area of over 1000 m^2 undergoing renovation must upgrade energy performance.
- Boilers and of air conditioning systems must be regularly inspected.
- Energy Performance Certificates: whenever a building is constructed, sold or rented out, a certificate detailing its energy performance must be made available to the prospective buyer or tenant.

Energy, the Local Economy and Community Well Being

Subsection of Energy Chapter introducing subject relations containing the following information;

Fuel Poverty: Give estimated Statistics for the (Authority/ Region) suggest (number) deaths each year related to fuel poverty. Homes built by previous decades of developers who didn't need to consider the effect of poor thermal efficiency or increasing running costs on the home occupier, or whether or not a household can afford to keep warm and cook, are a significant factor in increased likelihood of illness in their occupants.

Security of Supply: National self-sufficiency in gas is due to end in 15 years and international oil reserves are precarious, - with predictions by oil industry insiders that Oil and Gas reserves may well be reaching or have reached their peak - there are predicted rises in fuel costs across the fossil fuel spectrum . Many dwellings constructed to current Building Regulation standards will not assure the provision of affordable energy for future occupants. (*see also where applicable the Local Authority Fuel poverty Strategy & Action Plan; Hyperlink to web versions)*

Dwellings constructed to the highest standards will ensure current developers are viewed positively as rising fuel costs expose other property developers to accusations of ignoring scarce fuel supply.

Local Economy

Lowering the running costs of our local housing will lead to a net increase in local disposable income of householders, a large percentage of which will be spent in the local economy.

Reducing the running costs of our business premises, will increase profitability and the money available for expansion and job creation. Increasingly new businesses will want to locate to areas guaranteeing the best energy minimisation, local development must ensure a high competitive edge if we are to improve inward investment.

The newly mainstreamed domestic 'green' consumer is being drenched in awareness of the benefits of eco-design not only in terms of lower impact on the environment but financial benefits and quality of life. Their expectations are now beginning to exceed minimum future standards set and our local economy must rapidly adapt to meet these demands.

Being able to record that goods have been produced using sustainable energy will soon be as important a sales or marketing feature as the now common place 're-cycled', 'fair-trade' 'organic' or 'without cruelty to animals' logos. Being able to market homes as low utility users integrating renewable energy sources will be parallel to the marketing benefits of electrical goods rated high efficiency.

Forward thinking developments will raise the profile of the *(local authority area)* increasing its attractiveness to investors and new residents alike.

Low Energy Building

Subsection of Energy Chapter introducing design and build considerations incorporating the following guidance;

Minimising demand and maximising efficiency.

Future building must aim to minimise the energy consumption of business and domestic property whilst maximising the efficiency of energy usage. The relationship between buildings and the local microclimate can reduce the amount of energy required for heating. In addition buildings must be designed to incorporate maximum sourcing of their energy requirements sustainably.

In order to achieve these objectives architects, designers, planners and builders must demonstrate an understanding of micro-climate, relational positioning, spatial thermal dynamics, solar gain and renewable energy sourcing and installation.

Site Layout:

Working with Prevailing Wind Conditions and Shelter: Shelter from the wind reduces wind chill experienced around buildings, the amount of heat required to bring the internal temperature of buildings to thermal comfort and heat loss from air leakage.

To build in wind considerations and shelter principals, buildings should be;

- Orientated with the narrow end of the building to the prevailing wind (include *usual compass bearing direction based on local climatic data*) to reduce exposure.
- Spaced in open or garden settings in groups of buildings around 6 times their height apart to maximise the sheltering effect (although this must be balanced with the thermal massing benefits of higher density developments)
- Planned to incorporate the planting of shelterbelts of trees with growth attainment to the height of the building and at a distance from the building of between 1 and 3 times the height (consideration must be given to avoiding the overshadowing of passive solar elements)

- Designed to reduce the surface area exposed to cold winds; i.e. by having a low roof on the north-east side or by sheltering the exposed side by building up or partially burying with earth-banking.
- Might incorporate courtyard layouts, glazed communal courtyards and walled gardens to create interior to exterior bridge spaces and enhance external spaces.
- Influence the microclimate by using climbing plants to cover unearthed walls extending the boundary layer of warmer, less turbulent air around the building and reducing heat loss.
- Considered in respect of the installation of small to medium scale wind turbines for individual or community electrical generation.

Maximising Solar gains: Sunlight is a free, constantly renewed source of light and heat, so its benefits should be built in. Design incorporating elements to maximise passive solar gain significantly reduce the amount of heating required to achieve and maintain thermal comfort. Converting available sunlight into heat and power reduces the reliance on fossil fuel sources and increases the long-term economic viability of the building.

To build in solar gains, buildings should be;

- Orientated with the main elevation or face of the building to within 30 degrees of due South
- Spaced to ensure buildings structures, shelter break planting and high walls don't overshadow. Note, however, that the planting of native deciduous trees to reduce overheating in summer whilst minimising shadowing in winter should be considered.
- Incorporating a greater proportion of glazed areas on the southern elevations to increase passive solar gain and natural day lighting.
- Using roof lights and atriums to bring light and solar heat into the centre of buildings.
- Incorporating photovoltaic panels, cladding or roof tiles into the buildings design. For maximum efficiency, solar panels should be mounted on a south facing roof at a 30° angle with the horizontal and away from any shadows from trees, surrounding buildings or chimneys.
- Incorporating solar water heating collectors.
- Incorporating Ground Source Heat pumps; as ground source heat pumps extract sunlight energy absorbed into the earth for space heating, the energy source, strictly speaking, is solar.
- Aiming for Zero CO_2 Standard; the point at which you can obtain all your heating from passive solar gains and internal gains from the occupants.

Structure: Energy-efficient buildings minimise heat losses through the building envelope, i.e. the roof, walls, floors and windows, minimise heat losses through air leakage, whilst maximising heat and light gains from the sun.

To build energy efficient structures, buildings should be;

- Incorporating substantial roof insulation, preferably that goes beyond the building regulation minimum requirements eg. 400mm should be used in roof spaces.
- Built using dense construction materials which encourage the storage of heat and slow release over a period of time reducing the heat required to maintain thermal comfort.
- Incorporating bulk massing to high densities into the buildings fabric and through wall, floor and roof insulation using materials from sustainable sources such as wool and loose cellulose fibre from recycled newspapers, cork, and wood fibreboard.
- Using advanced solar and double glazing systems for windows and doors; preferably framed with sustainably sourced wood.
- Avoiding and eliminating the creation of thermal bridges (ie non or poorly insulated parts of the construction including areas where high conductor materials span the interior to exterior) at design. This can significantly affect the overall performance of the building.
- Minimising automatic air leakage and ensuring ventilation is controlled (condensation can be prevented in buildings with low uncontrolled air leakage by providing adequate heating and controlled ventilation).
- Designed to reduce the number of exposed external surfaces or by being compact – usually cubiform structures.

- Including deep roof overhangs to help reduce heat loss and shelter the walls from rain.
- Avoiding the need for mechanical ventilation through the use of passive stack ventilation systems, or in cases where this is not possible mechanical systems establishing 70-90% heat recovery.

Consider Including a Local Case Study Hyper Link or Exemplar Project reference:

Interior Building Layout and details: The layout of a building can significantly impact on the energy required to heat the space to thermal comfort or optimise light.

Energy efficient layouts and interior details;

- Have the lowest ratio of exposed external surfaces to internal space i.e. compact – usually cubiform structures.
- Use dense construction materials within the building and on the internal side of door, wall and roof insulation; such materials store heat and release it over time reducing the overall heat required for constant thermal comfort.
- Situate high occupancy or daytime living rooms towards the naturally lighter and warmer southern elevation of the building.
- Situate Kitchen space towards the Northerly side to reduce overheating from appliances and reliance on energy using air conditioning in summer.
- Create intermediate zone 'air lock' spaces such well sealed porches or lobbies, between the warm inside of a building and the cold outside.
- Include sunspaces such as conservatories and or glazed verandas to improve solar gain during the day. These should be constructed so that they can be thermally isolated from the rest of the building as part of the whole structures temperature regulation.
- Provide clothes drying space for natural drying internally or externally (i.e. clothes-lines, rotary clothes line in a garden and a utility room with a drying rack) to reduce reliance on energy consuming tumble driers.
- Designed incorporating individual or community biomass systems for space and water heating supplementing other onsite renewables already discussed.
- Include high standard well insulated pipework and hot water storage systems
- Include good heating and lighting controls. This may include thermostatic radiator valves and movement to light sensors in residential units to sophisticated Building Energy Management Systems in larger developments.
- Include the Installation of intelligent metering systems

Consider Including a Local Case Study Hyper Link or Exemplar Project reference:

Appliances: The efficiency of appliances used in buildings can dramatically alter the buildings energy consumption, particularly in the case of new or refurbish for sale developments consideration should be given to integrating the most efficient appliances as part of the package. This should include things like lighting systems running on only energy efficient bulbs only, high efficiency rated washing machines etc and low water use systems (taps, showers, washing machines.

Consider Including a Local Case Study – Horsman Ave, York - Hyper Link or Exemplar Project reference:

Site Size: The systems used by buildings to provide heat, cooling or power can significantly alter the occupiers main source energy requirements.

Sources of energy and how they are used, controlled and maintained, will impact upon the layout of the building and should therefore be key design considerations at an early point in the projects development.

The approach taken to single developments or modernisations may be significantly different to that of larger sites which maximise opportunities to create and connect to Community Heating Networks. Developers of larger sites should automatically show consideration proposals to develop or expand Community Heating Networks providing a highly efficient and renewable source of energy. The site layout may affect the feasibility of connecting to existing and/or proposed Community Heating Networks. Considerations should include the length of any connecting infrastructure and any potential physical barriers.

Developers working areas of mixed-use or large scale development unsuited for, or unable to connect onto, a Community Heating Network should consider installing Combined Heat and Power plant to ensure higher efficiency in fuel use.

Lighting Schemes: Developers working medium to large scale sites and smaller sites where practical should consider using solar street lighting and solar lighting for bus shelters or other similar community facilities. External lighting is an important design consideration which needs careful planning at the start of a project.

Well designed schemes for lighting benefit community safety whilst enhancing architectural and landscape features after dark, thus adding to the marketability of developments. Schemes should not contribute to light pollution and its negative impact on amenity, clarity of the night skies or wildlife, and the energy required for the lighting itself should be from renewable sources. To begin minimising the environmental impact of external lighting schemes developers should ensure:

- Lighting levels are the minimum necessary to achieve safety and enhancement objectives;
- Energy is photovoltaic or renewably sourced
- Energy efficient lamps are used;
- Uncontrolled floodlighting should be avoided and all light fittings should be shielded to minimise any light pollution;
- Particular care is taken to apply the above guidance with floodlighting schemes for sports pitches or late night shopping or leisure amenities complexes as these have historically been high light polluters and high energy consumers.

Sustainable Sourcing:

- A minimum of (x%) of a buildings energy use should be through on-site generation from renewable sources, remaining electricity requirements should be through a green tariff with an energy supply company.
- Where possible, connect to a community heating network that guarantees requirements are met from a renewable source; e.g. locally sourced biomass.

Energy Standards, Policy and Legislation

Subsection of Energy Chapter introducing policy framework containing the following information;

Local Context

The (*Local Authority)* (*add where applicable* Energy Strategy, Fuel Poverty Strategy, Climate Change Strategy, Environment Strategy) and vision place a strong emphasis on low energy design, the promotion of renewable energy and increased sustainability within the (*Local Authority)*.

The (*Local Authority)* Local Plan now (check) places requirements on most developers to demonstrate that they have fully considered the use of renewable energy technologies and the possibility of connecting to a community heating network system based upon CHP (*policy/policies???? see Appendix (X) consider Hyperlink for web based versions*). Energy efficiency issues must also be considered in the design process (*policy ???? see Appendix (X) consider Hyperlink for web based versions).*

The national legislative standards represent bare minimum requirements, core buildings regulations issued must conform to these, if a local authority wants genuine achievement equal to or beyond the bare minimum it must use it more informal powers. ***To create a high standards framework to achieve genuinely sustainable objectives Members can adopt a step programme of inquiries and actions ensuring the local authority utilises its powers of influence*** along the following lines;

Step 1. Ensuring Minimal compliance: Verify with/ask Buildings Control what methods they use to enforce the statutory minimum requirements i.e.

a. Do they spot check existing and new developments to ascertain compliance?
b. If not all, do they have a spot checking strategy with a random sample target regime of 15-25% of the total annual?
c. Has a local performance indicator for the purpose of monitoring the spot checking regime been created i.e.; authority aims (on a scale annual increasing by agreed increments over Z time frame (shorter the better if serious)) that by Y target year 100% of all developments (new and adapted) will perform to equal or above minimum statutory requirements. And that this indicator will be refreshed annually (by a part 2 if considered necessary) to ensure it absorbs any raising of the national minimum requirements.
d. Once a spot checking regime and local indicator have been established, buildings control will need to be advised of the expected reporting framework. If this is a particular issue or new issue the LA may wish quarterly reporting to Planning / Environment / other equivalent Member Boards or Panels during the first year, followed by decreasing periodicity as standards are raised.

If the Authority is not doing any of the above Member recommendations can be made to rectify this (considering improvements to resourcing as appropriate) immediately).

Step 2. Simple Actions rewarding minimal practice: Work to generate a pro-active/dynamic relationship between Buildings Control and Environmental Control and create a local 'charter mark' accreditation scheme for good practice where developments measurably comply to standards above minimum requirements: - to smooth accreditation use an automatic assessment for entry process for all developments/builds existing (using data gathered through compliance checks see 1. above) + new builds assessed on completion of build as a matter of course.

Step 3. Raising the standards: Use the Local Authorities powers to create a set of recommended local planning/buildings regulations for sustainability. These might be usefully called '**Part Y'** of the Regs for York, stipulate in Part Y the desire for compliance levels above the minimum required – perhaps with reference to the associated higher voluntary standards suggested by the BRE/ Energy Efficiency Best Practice Programme etal (see voluntary standards below). Whilst compulsory enforcement of such standards can't be immediately achieved, the adoption and publication of such local standards and regulations can be used to;

a. Feed back to the Regional Planning and Infrastructure Commission as a tool for raising the regional bench marks
b. Lobby for the adoption of 'Part Y' as a regional recommended standard; i.e. no longer just part Y for York but Part Y for Yorkshire and the Humber
c. Lobby National Government as a tool for persuading more rigorous legislated or legally enforceable standards in the near future.

Step 4. Building in Incentives to comply with Part Y: lobby the Regional Assembly/Yorkshire Forward etal to:

a. Formally recognise and adopt 'part Y' as the regional standard.
b. Introduce a framework of automatic registration and regional certification for Buildings conforming to the part Y standards – thus creating a data base of best practice exemplars by default.

c. Create an annual awards framework for the automatically registered buildings (at;b), to encourage voluntary compliance by rewarding good practice and publicising its practitioners.

Possible approach to raising issue of Part Y awards scheme. Work with the York's and Humber Assembly/ Yorkshire Forward etal (and/or equivalent bodies) to scope feasibility of a Part Y Annual Awards framework. Including the consideration of;

- *Automatic registration and certification based on details in a part Y template to be completed with applications at LA level.*
- *LA sends duplicate copy of completed Part Y submissions to central body (i.e. Yorks and Humber Assembly/Yorkshire Forward.*
- *Central body publishes completed Part Y submissions automatically on their Web site – perhaps by monthy updating regime - on a best practice data base,*
- *Website also includes Information about awards for annual round based on evaluation against submitted part Y's of final build. Site also details judging criteria, dates for next awards etc*
- *Independent judging panel convened to decide overall winners in various categories Annual Publication of outcomes from recorded Part Y builds and redevelopments*
- *Star Studded Gala Event for Regional Award Winners + Hyper Links*
- *Indication of winners on Web site as high achieving Exemplar Projects - each agreed category - from sum total of data base*

→ *Move to next awards round*

Funding requirements for the additional administration all ends etc would need to be mutually considered.

Regional context

A Regional Energy Strategy for Yorkshire and the Humber is currently being drafted. The Regional Policy Statement setting renewable energy targets for the region has been published (*see Appendix (X) consider Hyperlink for web based versions)*. The Regional Spatial Strategy incorporates an energy hierarchy highlighting the regions priorities, these are;

- Reducing the Need for Energy
- The Conservation of Energy
- The Generation of Energy from Renewable sources.

These priorities will need to be implemented through the development planning process.

National Context

The UK has committed to reducing the 1990 level of CO_2 emissions by 20% by 2010 and 60% by 2050.

The Energy White Paper '*Our energy future – creating a low carbon economy'* reminds us that whilst our demands for primary energy are still increasing our levels of self reliance on coal, gas and oil are declining and by 2020 we could be dependent on imported energy for three quarters of our total primary energy needs. The paper also suggests that the best way of maintaining energy reliability will be through energy diversity. To help us avoid over-dependence on imports, the paper suggests that by 2020 there will be;

- Much more local and community generation from sustainable sources
- Increasingly stringent efficiency standards for buildings and electrical goods
- An increasing number of Zero CO_2 Standard homes and business premises.

In January 2005 national government[1] published its Low or Zero Carbon Energy Sources – Strategic Guide (Interim Publication) outlining the principal renewables sources reliance will come to depend upon and their performance levels.

Home Energy Conservation Act
The Home Energy Conservation Act 1995 (HECA) requires local authorities to promote the improvement of the energy performance of homes in their area. A duty has been placed on Local Authorities to secure a significant improvement in domestic energy efficiency across all housing tenures. The current target is a 30% reduction on 1996 levels by 2010. The Utilities Act 2000 obliges electricity and gas suppliers to achieve energy efficiency improvements and for electricity suppliers to purchase 10% of their supplies from renewable sources.

Building Regulations
Building Regulations (and revisions including Building (Amendment) Regulations) control many aspects of the energy performance of new and refurbished buildings (including homes). The regulations set standards for heat loss through the fabric of the building. In addition, they set standards for heating, hot-water systems, the insulation of pipes and ducts and space-heating controls.

Revisions published in April 2002 increased standards for the insulation of the building fabric and introduced extra standards for reducing cold-bridging at junctions between walls, roofs, floors and windows and reducing air leakage for all buildings. There are specific requirements to improve the energy performance of internal and external lighting in homes and provide operating instructions for heating and hot-water systems. Also included for the first time is the performance of replacement boilers and windows and the requirement to improve insulation if existing buildings are being altered materially.

Revisions published in April and September 2005 require a substantial increase in the performance of central heating boilers and ventilation systems. Further revisions on the conservation of fuel and power covering both dwellings and buildings that are not dwellings and targeting improved standards for the insulation of pipes and water storage, and minimum energy performance requirements for new buildings in the form of target CO_2 emission rates, are expected in early 2006.

Standard Assessment Procedure (SAP)
It is a statutory requirement of the Building Regulations for all new dwellings to be energy rated using the Government's Standard Assessment Procedure (SAP); see also Part L of the Buildings regulations. New dwellings are assessed on a scale from 1 to 120 - a higher score indicating greater energy efficiency. Developers should consider the final energy rating at an early design stage and aim to achieve a minimum rating of above 80.

The Building Regulations are a minimum required standard and it is often in the developer's interest to exceed these standards. This can be seen as particularly advisable in respect of energy conservation and sourcing and current international concerns regarding climate change and the demise of fossil fuels.

Planning
Revisions to the Planning Policy Statement 22 on Renewable Energy now make clear that the wider benefits of renewable energy developments are material considerations in planning decisions.

European Context
EU Directive on Energy Performance of Buildings
Directive 2002/91/EC of the European Parliament and Council, on the energy performance of buildings, came into force on 4 January 2003 and must be adopted into UK legislation by January

[1] Office of The Deputy Prime Minister

2006. It will greatly affect awareness of energy use in buildings. The legislation will affect all buildings, both domestic and non-domestic.
The directive aims to improve the energy performance of buildings by requiring:

- a methodology to calculate integrated energy performance of buildings
- minimum energy requirements for new buildings
- minimum energy requirements for large existing buildings being renovated
- energy certification of buildings, and the regular inspection of boilers and of air conditioning systems.

All new buildings must meet the minimum energy performance requirements. For those with a useful floor area over 1000 m2 governments must ensure that, before construction starts, formal consideration is given to the following alternative systems for heating:

- CHP
- district or block heating or cooling
- heat pumps
- decentralised energy supply based upon renewable energy.

Governments must ensure that, whenever an existing building with a total useful floor area of over 1000 m^2 undergoes major renovation, its energy performance is upgraded

Energy Performance Certificates

The directive also states that when a building is constructed, sold or rented out, a certificate detailing its energy performance must be made available. This can either be to the owner or, by the owner, to the prospective buyer or tenant.

EC regulation 2037/2000

Developers, buildings owners and facilities managers must be made aware of the implications of the EC regulations on refrigerants, and the procurement of new, and the maintenance and servicing routines for exiting refrigeration and air conditioning systems.

EC regulation 2037/2000 bans the use of:

- CFCs for the maintenance or servicing of refrigerating and air conditioning systems
- HCFCs in most new refrigeration and air conditioning systems manufactured after 2001
- new HCFCs for maintaining/servicing existing systems from 2010, with a total ban on all HCFCs from 2015.

International Context

By becoming a signatory nation of the 1997 Kyoto Protocol the UK has signed up to a legally binding target of reducing greenhouse gases as a whole by 12.5% by 2008-12. In line with the advice of the Intergovernmental Panel on Climate Change (IPCC) the UK must aim for a reduction of 60% in CO_2 emissions by 2050.

It will be impossible to achieve such targets without developer maximising the integration of energy from local renewable sources where ever possible**.** This might include solar space and water heating, solar electricity generation (photovoltaics), wind power, biomass fuel and other sources of energy.

Voluntary Standards

In addition to all the legislative standards there are also some voluntary standards which developers are increasingly choosing to meet.

National Home Energy Rating (NHER)

The NHER assesses the energy efficiency of a dwelling based on a wider range of issues than Standard Assessment Procedure (SAP) ratings. These include orientation, location, altitude, size, fuel type, heating and hot water system and household appliances. A scale of 0 to 10 is used, with a higher score indicating a more energy efficient home. (A score of 7 should be considered as a minimum to borderline outcome as this only conforms to the Building Regulations at 2005)

The Energy Efficiency Best Practice Programme is more rigorous, and offers a set of standards for sustainable homes, these include;

- **Zero CO_2 Standard**. When energy demand is reduced as far as possible and you have replaced as much fossil-fuel use as possible with renewable energy, you may be able to create a 'zero CO_2' development. This may be achieved by buying electricity on a 'green' tariff from a company supplying renewable energy. If you use any non-renewable energy - eg, gas for cooking, you will need your own renewable electricity-generation capacity large enough to export sufficient power to the grid in any year to compensate for the CO_2 emissions associated with importing non-renewable energy.
- **Zero Heating Standard**. If, in addition to the Zero CO_2 Standard, you can obtain all your heating from passive solar gains and internal gains from the occupants, then you will have achieved the higher 'zero heating 'standard.
- **Autonomous Standard**. If, in addition to the Zero Heating Standard, you can obtain all your services from on-site resources, then you will have achieved an 'autonomous' standard. A grid-linked electricity system can be used as long as it is a net exporter rather than user of power.

Recognised voluntary standards above minimum or readily achievable compliance may be used in respect of work with the Yorks and Humber Assembly (and/or equivalent bodies) to establish a framework for adoption of Part Y + annual awards for Developments,. Including the consideration of;

- *Automatic registration and certification based on spec.*
- *Published Information about awards for annual round based on evaluation against spec of final build, details of judging criteria, candidate development and build profiles + Hyper Links*
- *Publication of Outcomes & Event for Regional Award Winners + Hyper Links*
- *Indication of winners as high achieving Exemplar Projects from sum total of data base*

→ *Move to next awards round*

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Water

Water (for (add date) *or* in (Local Authority name))

Subsection of the Water Chapter. Introduction of the context national, regional and local generally including paragraphs containing the following information;

Show present data; i.e. (Local Authority name) (Insert as applicable) Climate Change Strategy, Vision, Emergency Plan emphasises that the (Local Authority name) should expect and prepare for drier hotter summers and warmer, wetter winters as a result of global warming.

The UK Climate Impacts Programme (UKCIP) anticipates that global warming will lead to significant changes in rainfall distribution and intensity, with UK properties likely to suffer in the future from water shortages or flood damage. The design, capacity and maintenance of our urban drainage systems may require upgrading in order to accommodate greater storm activity. The impact of on this region has already been felt and our community must work to prepare for an increased propensity to flooding - such as that of 2000 - and the flash flood events of June 2005.

Demand for water (nationally/locally/) has (more than doubled since 1970, /local stats if available) leading to stresses on water supply, treatment and disposal. Rising consumption levels are placing increasing pressure on river, groundwater, flood meadow and other wetland ecosystems. It is therefore important that all new developments are designed to work in harmony with and minimise their impact upon the water environment.
Explaining sources of data etc

Introduce **Key objectives** i.e;
Strategy (climate change where applicable) /Vision/Local planning framework ensures that;

- All new developments are built to high levels of water use minimisation and incorporate and develop flood risk minimisation techniques such as the adoption of soft or permeable landscaping and the incorporation of soak away systems.
- Pre-existing developments are modernised to improve water monitoring, decrease demands on supply and reduce the proportion of hard landscaping.

Highlighting positive relationship between **prudent water management and planning and the developer's and business communities** perspective i.e:
Reducing energy consumption and other resources during construction can result in lower direct costs for the developer, thus helping profitability.

- Increasing a developments sellability is related to the efficiency of the utilities used, building in lower water consumption presents a marketable advantage on competitors when buildings are sold or let.
- Domestic perspective: - costs of mortgage in an inflated market can be balanced against lower outgoings on potable (drinking) water and treatment costs. Research surveys carried out by CABE, the WWF and the Halifax (July 2004) found that 84% of people would be willing to pay an average of 2% extra on the purchase price their home if they are environmentally sound and 87% of buyers want to know if their homes are environmentally friendly (see cabe.org.uk).

- Lower running costs in business premises reduce overheads, thus supporting maintenance or improvement of net profitability.
- Landlords as potential purchasers of new developments or improvers of existing stock will be increasingly competing with the market advantage in letting low water consuming buildings. Already the case in the student rented sector nationally.

Highlight importance of adapting to meeting and competing in a **rapidly changing and increasingly regulated market:**

- The once small or specialist 'green' consumer market, has rapidly mainstreamed due to popularisation of the issue – programmes such as BBC2 'No Waste Like Home'. This sector of the market will soon predominate and is prepared to pay a premium for buildings that have been designed to 'green' specifications and leave anything less empty.

- As the domestic market has changed businesses are developing a parallel awareness of the marketing advantages of their own business premises, practices and products having a transparent and measurable 'green image'.

Introduce importance re **Public Sector Buildings**: Increasingly Local Authorities are aware of the consequences of high water consumption and poor water management, the legislative framework is changing to incorporate the metering and monitoring of water use and consumption. The public sector is inevitably choosing buildings designed to achieve lower levels of water consumption. Developers are wise to plan ahead of the legislation ensuring when legal requirements come into force they can be achieved with minimal confusion and cost.

Water, the Local Economy and Community Well Being

Subsection of Water Chapter introducing subject relations containing the following information;

The main areas developers must consider in relation to the water are increasing sustainable water use and the management of flood risk. The development or refurbishment of buildings provides an ideal low cost opportunity to incorporate these measures.

Flood Risk

Properties with lower risks associated to flooding are inevitably easier to sell or let than those with higher risks. Insurance companies routinely use flood risk information - provided by the Environment Agency - to assess appropriate premiums for building insurance, this has significantly increased premiums for properties within flood risk areas. The Association of British Insurers has warned that buildings knowingly constructed in areas at risk of flooding may not be insurable.

In addition, owners may find that they can become liable for flooding elsewhere if it is found that the root cause is a problem with drainage on their site. Sustainable building solutions can help to significantly reduce flood risk and the associated litigation and insurance costs associated with the development..

Developing a proven track record on the implementation of the change to Part H of the Building Regulations in the developers best interest. Delivering standards above those of the regulations now makes good business sense for developers, so that

once higher standards become a legal requirement they can be achieved with minimal confusion and cost.

Dwellings constructed to the highest standards will ensure current developers are viewed positively when flooding events expose others to accusations of increasing the risks. Our society is increasingly litigious and whilst currently there are few precedents for such action, it is not unimaginable that future individuals and organisations will hold developers and planners to account to account for the property damage and injury related to such incidents.

Local Economy

Lowering the running costs of our local housing will lead to a net increase in local disposable income of householders, a large percentage of which will be spent in the local economy.

Reducing the running costs of our business premises, will increase profitability and the money available for expansion and job creation. Increasingly new businesses will want to locate to areas guaranteeing the best water use minimisation and management plans and achieving high standards of flood damage prevention, local development must ensure a high competitive edge if we are to improve inward investment.

The newly mainstreamed domestic 'green' consumer is being drenched in awareness of the benefits of eco-design, not only in terms of lower impact on the environment but financial benefits and quality of life. Their expectations are now beginning to exceed minimum future standards set and our local economy must rapidly adapt to meet these demands.

Domestic water consumption accounts for around 65% of the UK total yet relatively straightforward water-efficiency measures could reduce this requirement by up to 50%. The price of water has risen steeply over the last decade and is now a significant expense for many households and businesses.

Being able to market buildings as low water utility users - integrating low use fittings, rainfall capture, recycling systems and community sewerage networks – is essential to future economic health.

Forward thinking developments will also raise the profile of the *(local authority area)* increasing its attractiveness to investors and new residents alike.

Water: Flood Risk

Q. Does the Local Authority have a Strategic Flood Risk Assessment for the (City/LA area) to gauge which areas are most at risk *(if so say so then point out that)*. Any developments within an identified area of risk will have to consider how the risk can be reduced through mitigation or other measures.

New developments outside these areas are also required to reduce flood risk elsewhere by incorporating a range of other measures such as sustainable drainage systems (SUDS). SUDS can have other benefits such as contributing towards the aesthetic and recreational quality of landscaping schemes through the introduction of water features and areas of high wildlife value.

Developers must ensure the development is not at risk from flooding by finding out at an early stage if the development is in a flood risk area. This can be achieved by contacting the Environment Agency.

Measures must always be incorporated into the design of developments to address any flood risk (to satisfy the EA and ensure that it is insurable). In large areas of development plans should incorporate as a minimum measure the provision of new flood plain to compensate for the area lost and ensure that other buildings are not put at greater risk.

Consider Including a Local Case Study Hyper Link or Exemplar Project reference:

Water & Building

Subsection of Water Chapter introducing design and build considerations incorporating the following guidance;

Minimising demand maximising efficiency and flood prevention.

Future building must aim to minimise the water consumption of business and domestic property whilst maximising the efficiency of its usage. The relationship between buildings and the local environment can reduce the amount of mains water required for all purposes, improve living and working conditions and protect our natural and built environment from harm.

In order to achieve these objectives architects, designers, planners and builders must demonstrate an understanding of local weather and topographic conditions, the availability of new cost-effective systems for recycling water, curbing its use and treating waste-water, and methods for minimising and replacing hard-surfacing of large areas with soft landscaping alternatives.

Site Layout:

Working with the Landscape: All developments and existing built environments offer opportunities for better water management and developers need to assess sites to maximise the potential of their approach.

To build in good water management principals, developments should be;

- Working in more natural methods of treating sewage. In larger, self-contained schemes these include the use of reed bed or wetland sewage treatment which can also double up as an attractive wildlife habitat and enhance the appearance of the built environment. Such approaches have already been adopted in many new developments in the UK and proven to be effective. The use of such a system at the Millennium Dome in Greenwich has helped to raise the public profile.
- Avoid hard-surfacing of large areas in favour of soft landscaping (e.g. grass or porous paving) which slows the rate of run-off to watercourses. Consider planting on flat roofed areas ('green roofs') if rainwater is not collected for re-use.
- Adopting planned systems of sustainable drainage (SUDs) for surface water drainage. SUDs, slow the rate of flow is (through filter strips, swales, and soakaways). This prevents flooding and erosion and spreads peak flows over a longer period. SUDs also filter out some pollutants (e.g. intercepting oil) and

may provide a local water amenity (e.g. balancing ponds) increasing biodiversity on the site.
- Ensuring that communal green space avoids plants requiring large amounts of water, incorporates dense ground cover to avoid evaporation and includes plans for the mulching of plants at the start of summer to help retain moisture.

Maximising rainfall gains: rain is a free, constantly renewed source of water, so its benefits should be built in. Design incorporating elements to capture rainwater significantly reduce the amount of water from metered sources required for domestic and business activities. Converting available rainwater into usable water reduces the reliance on our fragile water supply and increases the long-term economic viability of the building.
To build in rainfall gains, buildings should be;
- Ensuring rainwater collection can be undertaken at different levels of cost, complexity and saving, as per the hierarchy below:
  - Minimum standard: Incorporation of a rainwater collection system with water butts into all homes and other developments with outside water requirements such as watering landscaped areas.
  - Medium standard: Incorporation of a rainwater collection system for flushing the toilet or for use in the washing machine; requires storage in tanks and filtering.
  - High standard: Incorporation of a rainwater collection system for drinking and cooking requires filtering and purification (systems should aim to avoid reliance on chemicals).

Structure: Water-efficient buildings minimise reliance on mains supply and treatment, whilst maximising gains from rainfall and recycling, and incorporating elements to alleviate flooding.

To build water efficient structures, buildings should be;
- Incorporating substantial rainfall collection systems (see above)
- Incorporating neighbourhood treatment through new technologies such as solar aquatic treatment or 'Living Machines'
- Buildings should be designed to allow recycling of 'grey' water (usually from bath, shower and washbasins) for flushing toilets or for assisting plant growth and other low quality uses.
- Considering construction techniques such as green roofs, which slow the discharge of water into the drainage system. Green roofs may also improve the thermal efficiency of a building and support the natural environment.
- Incorporating garages and storage for garden equipment into the buildings footprint or structure eliminating the building of additional hard structures.
- Avoiding the incorporation of features encouraging the use mains supplies, for hoses or sprinklers

Consider Including a Local Case Study Hyper Link or Exemplar Project reference:

Interior Building Layout and details: The layout of a building can significantly impact on the way in which water is used.

To build water efficient layouts;
- Buildings should be designed to allow recycling of 'grey' water (usually from bath, shower and washbasins); generally for flushing toilets or for assisting plant growth and other low quality uses.
- Buildings should be designed to allow for the use of composting toilets and waterless urinals.

- Water meters for both potable water and sewerage should be installed wherever possible as real water savings can be achieved when occupiers pay for what they use. Ensure these are installed correctly and regularly serviced.
- Water management systems detecting exceptional usage caused by leaking pipe-work or other faults and enabling the effective monitoring of general usage should be installed.
- To eliminate the running of taps for a long time before they receive hot water low-water use fittings should be installed as near to the hot-water source as possible.
- Buildings should be designed to encourage the use of showers (not power showers) in preference to baths.

Consider Including a Local Case Study Hyper Link or Exemplar Project reference:

Appliances: The efficiency of appliances used in buildings can dramatically alter the buildings water consumption, particularly in the case of new or refurbish for sale developments, consideration should be given to integrating the most efficient appliances as part of the development package. This should include things like;

- As a target measure install composting toilets and waterless urinals - these use no water and should not smell.
- or as a medium measure install measure dual-flush or low-flush toilets that can reduce water use by up to 20%.
- as a minimum measure install water displacement devices in older cisterns to reduce capacity.
- Always install showers (except for 'power showers') which are more efficient than baths; using a third of the water.
- Spray taps for washbasins - they can save 80% of water use.
- Install Low-water use fittings which should be as near to the hot-water source as possible to reduce 'dead legs' and the consequent waste from running the hot tap until it gives hot water.
- Install water-efficient washing machines (both domestic and industrial) and dishwashers.

Consider Including a Local Case Study – St Nicholas Field Environmental Community Centre, York? - Hyper Link or Exemplar Project reference:

Site Size: The systems used by buildings to provide water for all purposes and treat sewerage can significantly alter the occupiers main source water requirements.

Sources of water for drinking and non-potable purposes and how they are used, controlled and maintained, will impact upon the layout of the building and should therefore be key design considerations at an early point in the projects development.

The approach taken to single developments or modernisations may be significantly different to that of larger sites which maximise opportunities to create and connect to Community Sewerage and Water Treatment Networks.

Developers of larger sites should automatically show consideration proposals to develop or expand Community Sewerage and Water Treatment Networks providing an efficient and safe source of water. The site layout may affect the feasibility of creating such systems. Considerations should include the length and capacity of any connecting infrastructure and any potential physical barriers.

Developers working areas of mixed-use or large scale development unsuited for, or unable to develop Community Sewerage and Water Treatment Networks should consider developing neighbourhood or local treatment through new technologies such as solar aquatic treatment or 'Living Machines'.

Water Standards, Policy and Legislation

Subsection of Water Chapter introducing policy framework containing the following information;

Question: How can you evidence that - The (Local Authority) is committed to ensuring present and future demands for water, are met more effectively. In doing so, the (Local Authority), will endeavour to;

- reduce the threat of flooding, and minimise the effects of flooding
- decrease incidences of water pollution endangering wildlife and public supply
- Mitigate against water shortage. By endeavouring to increase the availability of new cost-effective systems for recycling water, curbing its use and treating waste-water
- Insure materials specification and of on-site construction practices respect the vulnerability of all watercourses, aquifers and environmentally sensitive areas.
- Encourage the widespread adoption of metering and not oppose the increased cost of water supply and treatment where these can be justified.
- Back stringent Regional, National and EU policies/legislation to reduce water use, pollution and flood risk.

The Local Context

Does the (Local Authority Name) Local Plan reflect national and regional policies in seeking to ensure that new developments minimise their impact on the water environment and do not create a flood risk problem.
Has a Strategic Flood Risk Assessment has been carried out for the Local Authority Area that takes into account the impact of climate change on the flood risk area? This information should be used to guide planning decisions.

To create a high standards framework to achieve genuinely sustainable objectives Members could adopt the step programme of inquiries and actions detailed at this point in the Energy Chapter

The Regional Context

Check that Environment Agency has produced a regional water resources strategy to guide the management of resource over the next (XX) years.

Refer to the Regional priorities for water resource management set out in the Environment Agency Regional Strategy (*cite the publication title and date* consider with web based versions providing a hyperlink or embedding an adobe document if permissions/format allow).

Provide a one-two paragraph synopsis of the content.

Check that The draft Regional Planning Guidance for Yorkshire and the Humber (ref) places a priority on water conservation and flooding issues in recognition of the

increasing pressures on water resources and the implications of climate change. Check which Policy Statements (ref) outline the approach to be taken with the water environment and sets out the regional approach to managing flood risk (Policy ref), *Include a sentence about the requirements imposed* i.e. sustainable drainage systems to be designed into all new developments where practicable.

The National Context

Policy changes and legislation enacting the objectives of the EU Water Framework Directive in the UK represent the core legislation in this area(see European Context below).
In the **'UK Government Sustainable Development Strategy – Securing the Future'** a clear intention to move quickly to enforcing higher economic contributions from all those who use, and also those who may pollute water is signalled. It may be implied that the day of compulsory 'pay for impact' metering of mains water, waste and sewerage is not far off and developers would be wise to install metered systems in readiness.
Recent revision of the Building Regulations will control the use of water for the first time.
Planning Policy Guidance note on Flood Risk and Planning (PPG25) explains how flood risk should be considered at all stages of the planning and development process. The guidance makes clear that the susceptibility of land to flooding is a material planning consideration and that the Environment Agency has the lead role in providing advice on flood issues.

The European Context

The European **Water Framework Directive -** Water Environment (Water Framework Directive) (England and Wales) Regulations 2003 - is the most important piece of water legislation from the EC to date and sets a framework which should provide substantial benefits for the long term sustainable management of water. This legislation requires that;

- All inland and coastal waters to reach at least "good status" by 2015.
- River basins are managed holistically to deliver good ground and surface water outcomes; river basin management plans are published by 2009
- Ecological targets for surface waters are met.

Voluntary Standards

More work needed to establish the terms of voluntary standards (EcoHouse etc), encouraging adoption of measures beyond those required, introduce these here. .

Buildings – Adaptability, Durability and Materials

Subsection of the 'Buildings – Adaptability, Durability and Materials Chapter'. Introduction to the context national, regional and local, generally including paragraphs containing the following information;

Decisions regarding the use of materials have wide reaching environmental consequences, energy used in the manufacture, delivery, and the incorporation of materials and appliances into buildings accounts for some 10% of total energy consumption in the UK alone. Choices developers make in sourcing materials impact upon globally finite resources such as minerals, and fossil fuels. Upward of 250 million tonnes of material are extracted from quarries each year for cement bricks and aggregates.

In addition, the construction industry uses many other materials and components, which all have a range of effects on the environment arising from their production, use, maintenance and final disposal. The construction industry in the UK is estimated to use six tonnes of building materials per person each year in developments; 20% on infrastructure (civil engineering) and 80% on buildings.

Approximately 50% of total CFC's produced have been through uses such as air conditioning, refrigeration, fire extinguishers and insulation in buildings (Blowers, 1993). Poorly evaluated industrial practices, building techniques, waste disposal, and transportation have led to ground, air and water pollution so hazardous to life that we are now having to invest millions in time and costs to reclaim a fit environment for ourselves and future generations. Approaches to building must change.

To reduce the energy used, chemicals required and emitted during the mining, manufacture, finishing and transportation of building materials and development we must adopt a holistically sustainable approach to;

- Pre-build site analysis, records and planning
- Pre-build land reparation and risk mitigation planning
- Pre-demolition salvage, recycling and waste and pollutant management
- Re-use and adaptation of existing builds
- The accurate specification and quantity surveying of materials.
- The sustainability of sourcing and storing materials
- The resilience or durability of materials used and their suitability to re-use or recycling
- The effectiveness of maintenance plans and contracts

The **Sustainable Buildings Task Group Report: one year on** to National Government makes it clear that building control and planning officers will be increasing required to assess future development plans and final builds to ensure that sustainability issues have been fully addressed throughout the project. Developers, must begin to understand and utilise the range of tools available for assessing the overall impact of development and buildings performance and, be prepared to declare the chosen assessment tools and outcomes used in their designs and development plans. The Building Research Establishment (BRE) tool BREEAM has been recommended by the Sustainable Buildings Task Group (SBTG) as the basis for assessment arrangements for the finally adopted code.

Site Approaches

Subsection of the 'Buildings – Adaptability, Durability and Materials Chapter'. Introducing pre-development considerations.

Sustainable principles and approaches should be established at the outset of the design development process to mitigate against pollution, maximise recycling potentials and ensure long term durability of builds. A pre-demolition, pre-development site appraisal and plan should be completed from the outset to establish the proper approach to sustainable value management and contracting. Such sustainable plans and approaches established at site assessment point are far easier to continue through the construction and commissioning of the building and final maintenance contracts.

Site appraisals should map a site's biodiversity, microclimate and topography, including features above and below ground (such as archaeology, minerals and water), its existing structures, location, access and egress routes, its relationship to the neighbouring environment and community.

Topographic and Bio Features:

A sustainable pre-demolition, pre-development site appraisal and plan should evidence;

- An awareness of ground stability and structure, noting such features as deep plastic clay beds, shales, previous undermining and minerals extraction or other features increasing likelihood of subsidence and implying the need for specialist approaches to foundations. Noted subsidence risk features can then be used to ensure foundations and utilities infrastructure are designed to mitigate against high cost future maintenance or at worst case scenario destabilising leading to demolition.
- Early evaluation of ground substrate properties in consultation with a qualified adviser establishing necessary excavation levels to reduce unnecessary levels of concrete in foundations and floors.
- Consideration of the hydraulic status quo. Including the value of the soils and substrate to the maintenance of stable/usual year round water tables and the likely impact of alteration in the development area to this. The existing pattern of surface water drainage and the existing pattern and courses of natural substrate drainage should also be recorded. Noted hydraulic features can then be used to ensure the incorporation of alternate flood plain and the planned;
    - mitigation of pollution of natural water courses during and post demolition and build (see also water chapter)
    - approach taken to incorporating sustainable drainage systems (SUDS) and soft landscaping and soak away flash flood reduction features. (see also water chapter)
- Consideration of asset bio-features such as trees established hedge rows and scarce native species. Noted bio-features should be maintained wherever possible and the development planned to incorporate them by avoiding damage to roots and aerial parts. Site access for development and building foundations should be designed to reflect impact distances from bio-features.
- Quantity surveying should be included at an early stage to establish volumes of build materials including topsoil and subsoil already on site and plans made for the on-site storage of these for landscaping later, thus minimising adverse impacts on soil resources and wasted transportation

Environmental Reparation: Our understanding of bio-hazards and appropriate waste disposal has significantly improved, today's developers may however inherit site conditions evidencing past insensitivity to such issues. A sustainable pre-demolition, pre-development site appraisal and plan should evidence an evaluation of the need to cleanse soils of any toxicity and safely remove any hazardous materials present, such as asbestos. See also **Land remediation tax relief** in the 'Standards, Policy and Legislation' section of this chapter.

Built Site Context: As well as ensuring that developments preserve bio-features and do not detrimentally impact on their natural surroundings, a sustainable pre-development site appraisal and plan should evidence;

- Understanding of how the development can link with, expand or create sustainable utilities infrastructure i.e.
  - Community renewables heating and lighting networks (see the Energy Chapter)
  - Community reed bed, wetland or other sustainable sewage treatment networks and, planned systems of sustainable drainage (SUDs) (see the Water Chapter)

- Understanding of how the development can link with, expand or create sustainable transport infrastructure (especially transport links, to schools, hospitals, and so on) i.e.
  - Enter consultation with bus companies regarding likely future needs and how these can be incorporated and enhanced (see the Transport chapter)
  - Plan in cycle lanes and storage (see the Transport chapter)
  - Expand off road pedestrian routes and cuts as well as pavements (see the Transport chapter)

- Understanding of how the development can maintain or enhance the character of the existing buildings (see also Historic Environment Chapter). Where priority should be given to;
  - Renovation and reuse of architecturally significant structures in previously developed sites.
  - The high use of legally reclaimed building materials of a type blending with the existing architecture

- Understanding of how the development can incorporate the need for open space and leisure serving the broader community interest (see also Land Use and Open Space Chapter)

- Understanding of how the development can expand and blend the natural environment into the built environment in the interests of wildlife and bio-diversity (see also Wildlife and Bio-diversity Chapter)

Sustainable Demolition: Between 70 and 80% of building construction materials are derived from natural resources such as stone, timber and clay. Given this, developers need to reject historically adopted rapid demolition and clearance approaches in favour of adopting deconstruction principals maximising the potential for materials to be reclaimed for reuse and recycling. Where the contracted party for demolition is separate from the contracted party for construction, the contracts should clearly indicate the joint and separate responsibilities for sustainable development issues such as pollution, waste management, sourcing etc.

A sustainable pre-demolition, pre-development site appraisal and plan should evidence;

- The application of quantity surveying to the understanding of the volumes of onsite pre-demolition materials and their potential for re-use and recycling in order to;

  - Develop appropriate on site separation and secure (from natural elements and human beings) storage facilities for reclaimed materials for re-use and recycling.
  - Develop appropriate on site cleaning and refinishing facilities for reclaimed materials for re-use and recycling which do not pollute ground water or soil.
  - Assess what of the total volume of the separated materials under all categories will be reused on site to minimise overestimation of quantities of new materials and associated environmental impacts through transportation and waste.

- Enter into effective contracts with other local developers/buildings suppliers for the removal of volumes of the separated materials not required under all categories for use elsewhere.
- Minimise the volumes of new materials required and their associated transportation impacts.
- Develop a waste minimisation plan emphasising recycling and reuse and minimising landfill which will then continue to operate throughout construction.

- An understanding of the differing reclamation methods required for differing materials to ensure greatest salvage gains and reusable condition. For example;
  - Reusable bricks, masonry stone and slates need to be removed by hand, cleaned if possible at site and stored on pallets to avoid damage and ease handling.
  - Timber flooring, roof beams, doors, door frames and window frames panelling and shuttering need to be carefully hand removed and freed of screws and nails – both for health and safety reasons and to ease reuse. All sound timber products should be stacked or stored in conditions mitigating against damage from weather.
  - Ceramic (i.e. sinks, baths and toilets, period tiles), metal (fire surrounds etc) need careful hand removal and storage if they are to be kept in re-use condition.

- An understanding of the recycling opportunities and methods presented by materials that are not of adequate standards for re-use. For example;
  - Where the site conditions permit, separate crush and pack rubbles and hardcore, for use in order of preference;
    - on site (low quality aggregate uses bedding paving, roads, etc)
    - on other sites where crushing will save on excess transport
  - Separate timber which can't be reused into treatment contaminated product and non-contaminated product, shred and store the latter for later use as mulch around landscaping features. Check whether the former can be used in large scale local waste to fuel or bio-mass burning plants before sending to landfill.
  - Separate glass for recycling, where the site conditions permit and health and safety considerations allow, crush and pack to minimise transportation.
  - Separate metal products for recycling

- An understanding of waste reduction targets setting with the aim of minimising waste production throughout the phases of each development project. Waste arising during construction should be estimated within agreed targets then measured and compared with established benchmarks (for example the BRE SMARTWaste web-based tool) and where the demolition is a sub-contract of the developers contract the primary contractor should consider the feasibility of penalty clauses for the creation of waste exceeding targets within an agreed % excess.

Adaptability and Durability in Design

Subsection of the 'Buildings – Adaptability, Durability and Materials Chapter' covering the core concepts in respect of new developments and refurbishment or redevelopment of existing structures.

In York and the region we are proud inheritors of a long history of inhabitation, amongst our buildings are structures of significance from the Roman period through to our recent industrial past. Successful cities adapt as their economic bases change and the demand for housing and the nature of workplaces alter. Sustainability is about improving quality of life today in a manner respecting the needs of future generations. Development must preserve this heritage whilst creating an equally significant and dynamic inheritance for generations in buildings constructed today.

Flexibility: To secure sustainability development must build-in adaptability, durability and flexibility to both its existing and new buildings. Buildings are more likely to be occupied and re-used if they can be easily adapted to meet changing needs. The developer should remember that flexible builds;

- Attract a greater range of potential purchasers or tenants ensuring the best sale, or rental values and minimise vacancy time and under occupation.
- Increase the sell-on or re-let value of a building.

Whilst the approaches taken alter subtly at the detailed level to the refurbishment or redevelopment of existing build and new build, certain key principals can be applied to both. First steps are about maximising flexibility across a spectrum of changing needs.

Contractors and developers should be able to evidence flexible approaches to building and renovation at point of application, these should;

- incorporate possible mixed uses within a building, or complex of buildings such as living accommodation above shops particularly larger development areas.
- allow for adaptation of the space to accommodate for the growing home working market. Particularly domestic property, but also a useful indicator of the need to be able to adapt industrial and office space to domestic or multi-purpose use later.
- incorporate readily adaptive space layouts;
    - including expansion space such as basements or lofts made thermally efficient and damp proof at point of build, refurbishment or renovation for ease future use.
    - built forms that incorporate easily accessible and changeable utilities installations.
    - flexible spaces for changing spatial requirements of building occupiers, including consideration of the merits of non-structural or frame internal walls.
- Improve or maximise the buildings internal and external accessibility without resorting to mechanical aids such as lifts wherever possible. This will mean best use of: gradients, accessible routes, entrance position, level changes, ramps, and the planning of internal disability access features etc.

Reuse: Many abandoned industrial buildings and disused churches are now being refurbished as domestic and business premises. The re-use of existing buildings that do, or could, positively contribution towards the local environment is of primary importance. The majority of buildings can, with investment, be adapted to meet present and future needs. Where buildings are structurally sound and do not present another environmental hazard demolition should not be considered.

The re-use and adaptation of existing buildings represents high sustainable advantages by;

- Reducing the demand for and associated environmental impacts of new building materials
- Reducing the environmental impacts of the construction process
- Promoting a sense of place and historic and cultural continuity.
- Providing the opportunity to upgrade insulation, heating, lighting and ventilation efficiency standards
- Providing the opportunity to adapt previously unusable space – i.e. basements and lofts – to habitable standards.

- Providing the opportunity to modify access – particularly of internal spaces – to disability aware standards

Whilst the re-use and adaptation of existing buildings represents high sustainable value it must be ensured that adaptations respect;

- Important aspects of the building that have historical or cultural importance or are protected by listed building status. When restoring listed buildings or working in conservation areas the effect should be in keeping with the original designs.
- The increased need for visible materials to blend with their surroundings. The use of traditional local materials particularly if recycled can ensure the building respects its surroundings whilst also encouraging the of local materials and reducing the need for transportation.
- The need to conform with planning and building regulations for any change of use.
- The need to remove any hazardous materials present, such as leaded paints or asbestos.

New Developments: Whilst adhering to all the principals for future flexibility and being sensitive of the conservation areas, new builds should be designed to;

- Ensure high structural standards facilitating a long and useful life avoiding premature obsolescence and dereliction.
- Incorporate flexible layouts that allow for the greatest variety of possible future adaptations and uses can be accommodated
- Include adaptable storage minimising the need for future expansion of the built area; including the consideration of basement garages.
- Include basements insulated, ventilated and damp proofed to allow for future expansion of the liveable area. Consider the following points;
    - 'partial depth' basements provide for better natural lighting, ventilation and damp-proofing than conventional basements;
    - providing a basement can enable more efficient use of individual plots, but should be carefully designed to avoid the creation of substandard living accommodation;
    - basements can provide a substructure that is less susceptible to frost heave, settlement and moisture changes in the subsoil.
- Favour pitched roofs over flat roofs for the following advantages:
    - less maintenance is usually required
    - they provide more ready locations for solar panels (see energy chapter)
    - Additional rooms can be readily created in the space provided if trussed rafters are avoided and careful consideration is used in the choice of roof insulation.
- Make extensive use of recycled and renewable construction materials and techniques.

All Developments:

- Should be designed to incorporate as far as possible the sustainable approaches to resource management covered in the Energy, Water and Waste Chapters.
- Provide for convenient and secure cycle storage whether commercial or domestic buildings
- Provide storage areas for separating containers for recyclable materials.

Sourcing Materials & Construction

Subsection of the 'Buildings – Adaptability, Durability and Materials Chapter'

This section builds on and the sustainable approaches introduced in previous sections of this chapter to ensure they can be carried through the next phases, to recap;

- Establish pre-demolition or pre-build site evaluation and management reports and plans.
- Adopt deconstruction approaches to demolition maximising recovery, recycling and re-use.
- Re-use existing structures over new build as a priority.
- Design both new and re-used structures for adaptability and environmental efficiency.

By point of materials sourcing and construction it would be assumed that the Build/Project Manager and site have organised to;

- Provide easy access to appropriately separated and stored recovered materials from demolition for re-use.
- Ensure that the volumes of such materials have been deducted from the quantity surveying calculations for total materials required; much construction waste could be avoided by carefully calculating the quantities of materials required.
- Have unneeded reclaimed and recyclable materials moved to another site or supplier to minimise damage.
- Established a waste management area for the continued separation of recycle, re-use materials throughout the build
- Consulted on and entered agreements for expanding or creating sustainable and renewable utilities infrastructure.

Some long-lived or durable materials require significant amounts of energy to produce but the final product may require little maintenance and be simply re-used without significant further energy, water or processing being required. Other reasonably available materials may degrade in such a way as to emit harmful substances into the environment or require significant processing to render safe as waste, and/or not contribute significantly to landfill at the end of their useful life.

By point of materials sourcing and construction it would be assumed that the Build/Project Manager will also be ready to adopt a **Life Cycle Analysis** approach to the acquisition of materials and build techniques. Life Cycle Analysis is a tool created to evaluate the sustainability of buildings and the materials contained in their construction at all the stages involved by minimising;

- Reliance on primary sourced raw materials,
- Energy and pollutants required to processing or manufacture and package products
- Energy required for and impacts of storage, transportation and retailing
- Energy required for and impacts of use and maintenance of materials and final build

Whilst maximising;

- The life span, durability and adaptability of the build
- The buildings performance efficiency
- Re-use and recycling
- The incorporation of sustainably sourced materials
- The sustainable management and mitigation of waste

Sustainable Construction can be improved through strict application of the following principles:

- Increase Thermal Mass by using materials with a high capacity to absorb heat energy within a building structure for later released as air temperature drops.
- Incorporate Earth Sheltering by covering surfaces except the south facing side, to provide additional insulation and/or to reduce visual impact and the area of exposed external wall.
- Improve sound insulation through thermal massing and/or earth sheltering this is particularly important in high density developments, such as terrace housing, flats and built up work environments.
- Ensure Ventilation is Natural by using natural cross air flows controlled and adjusted by building users. Install blinds to prevent build-up of heat from sunlight.
- Increase the longevity by incorporating durable materials and products
- Use design details to protect and prolong the life of the building for example;

- Incorporate features (such as deep roof overhangs) that protect the building from extreme weather
- Avoid vulnerable materials and details such as exposed roof parapets.

- Maximise the developments autonomy, or ability to supply its own energy, drainage and water needs.
- Incorporate thermal insulation to above current Building Regulation requirements. Ensure that windows and external doors are draught sealed. And incorporate air-lock or air lobbies to reduce heat loss. See also Energy Chapter.
- Improve thermal buffering by exploring the potential to link buildings or by attaching conservatories, garages and greenhouses to the outside of heated rooms.
- Improve solar gains through south facing windows with low emissivity double glazing to reduce heat loss etc and ensure window frame materials are thermally efficient timber frames have better thermal resistance than steel or aluminium. See also Energy Chapter
- Work with the natural environment;
  - Avoid herbicides and fertilisers that can damage soils and habitats.
  - plant on walls to help reduce heat loss, airborne dust, ground CO_2 and provide wildlife habitat
  - Plant trees shelter belt trees to reduce wind chill and provide summer shade whilst grounding CO_2 and providing wildlife habitat

Sustainable Acquisition of Materials can be improved through strict application of the following principles:

- Re-use materials from local sources wherever possible. Including reclaimed materials (e.g. second-hand timber) and recycled materials (such as glass / concrete or brick rubble for aggregates).
- Secure locally produced materials to minimise the impact of transportation and support the local economy. Specify that contractors do likewise and insist on examining their supply chain.
- Only buy reclaimed materials from reputable suppliers, to avoid supporting illegal markets of materials taken without consent or inappropriately from listed buildings and buildings of conservation importance, i.e. redundant buildings contributing to the environment of the area e.g. old farm, church and mine buildings which should not be 'robbed' of walling stone or slate.
- Only buy new materials from reputable suppliers, to avoid supporting illegal markets; i.e. specify that all timber hardwood and softwood is Forestry Stewardship Council accredited
- Assess when materials will be required and stagger delivery of materials to be 'Just-in-time'– causing lower likelihood of damage from handling and storage.
- Explore the local market in sustainable prefabricated elements, this has the following advantages;
  - Off-site manufacture is usually very well controlled and so it may produce less waste during construction to put together parts of the building off site.
  - External parts of the house will be erected quickly and internal fitting out may be done at the same time adding to efficiency in terms of reducing construction times. This could include foundations, using pre- cast ground beams on piled foundations for example, as well as the more obvious external and internal walls.
  - Specialist construction of some high rated sustainable elements off site may reduce some of the learning curves issues builders need to overcome to compete in a sustainable market place.

Sustainable Materials Choice can be improved through strict application of the following principles:

- Choose materials with a high-recycled content; recycled metals are often also more economically attractive, especially steel
- Ensure most materials that can be easily recycled when the life of the building comes to an end for example;
  - bricks, are easier to reclaim for reuse when lime mortar is used rather than Portland cement mortar.
  - Avoid composite materials that cannot easily be separated
- Favour materials from renewable resources over non-renewable sourced materials for example;
  - FSC certified timber rather than metal,
  - bio aggregates over primary sourced
  - linoleum made from natural oils and minerals rather than PVC
  - Specify FSC accredited high quality timber window frames and door jams rather than uPVC or aluminium.
  - Choose insulates based on such as sheep shoddy, recycled paper, straw, cork and hemp to create low impact, high thermal mass building and insulation materials
- Avoid materials such as plastic, steel and aluminium which require a high energy input in their manufacture and thus should be used sparingly.
- If stone is chosen for the benefits of being durable, easy to recycle, low maintenance and a high thermal capacity, it should be remembered that unless it is reclaimed these benefits are almost wholly offset by the need for transportation and the impacts of extraction.
- If brick is chosen for the benefits of being durable and re-usable, it should be remembered that unless it is reclaimed these benefits are almost wholly offset the high energy input into their production. This should be mitigated by specifying the sourcing of locally produced to reduce transport costs and the use of lime mortars in construction to facilitate recycling.
- If products such as cement and concrete blocks are chosen then lightweight versions using bio-mass such as hemp, waste or by-product materials should be specified.
- Specify the use of lime mortars in construction rather than Portland cements. Lime mortars not only to facilitate recycling but also significantly contribute to environmental health by absorbing nearly it's own weight of carbon dioxide from the atmosphere during the setting process.
- Choose timber for as many purposes as possible, for example structural timber, cladding, carcassing, window frames and door sets, internal joinery and panel products. Its growth locks up or grounds atmospheric carbon, its processing is relatively low energy and the thermally efficiency of the product is high. Take care however to ensure that it is sourced as locally as possible from well managed, independently FSC certified sources.
- Consider entering into the rapidly evolving use of Bio-Building Materials;
  - Packed Earth is highly sustainable requiring little energy in its manufacture and can be sourced as a by product of crop processing, i.e. beat cleansing for sugar production. It can provide high levels of insulation and in addition, earth sheltered buildings provide opportunities for habitat creation and landscape improvement.
  - Straw Bale is highly sustainable and can be sourced as a by product of cereal crop processing. It has incredible thermal mass and noise reduction properties.
  - Hemp is highly sustainable and can be sourced as a by product of oil crop processing. It also has incredible thermal mass and noise reduction properties.
  - Turf and sedum roofing which reduces rainfall run-off, improve insulation and provide habitat for birds and animals.
- Always use materials that do not produce toxic emissions within the building or whose production and end of life disposal leads to toxic waste;

- Choose natural water based paints or at least those low in Volatile Organic Compounds (VOCs).
- Many traditional wood preservatives used in timber treatment are toxic – attacking the nervous system and liver and increasing susceptibility to cancers. It is better to use hardwood, to avoid getting timber wet and to inspect and maintain the wood regularly. Ensure where timber elements are preserved it is with easily biodegraded low toxicity preservatives; Borates for example.
- Ensure paint strippers don't contain solvents such as dichloromethane, a known and highly toxic carcinogen that can be hazardous to health. In favour of those supplied by Environmental Buildings and décor suppliers based on water safe biodegradable alternatives and containing little or no solvents.
- Specify formaldehyde-free MDF
- Rule out PVCs in Window frames, doors and floor and surface coverings
- Rule out substances containing CFCs (chlorofluorocarbons) and HCFCs (hydrofluorocarbons); ensure CFC's aren't used as refrigerants in air conditioning for example
- Ensure insulants do not contain, or require during manufacture, ozone-depleting substances
- Ensure that fire suppression systems do not contain halons or penta/octa/deca-BDE (bromodiphenyl ether) flame-retardants

There is a growing body of research on the effects of long-term exposure to potentially hazardous materials such as adhesives, mastics, fungicides and other products containing solvents and other volatile organic compounds (VOCs). However, where there is little research available on the effects but a material may present a potential risk its use should still be avoided.

Maintenance

Subsection of the 'Buildings – Adaptability, Durability and Materials Chapter'

The ongoing maintenance, repair and refurbishment of buildings can have a greater environmental impact over their lifespan than their original construction. (Rethinking Construction 2003)

Strictly maintenance and management objectives should be considered at the outset or design stage of projects, as the choice of materials and complexity of its services and monitoring systems (especially for water and energy), will be crucial in determining how efficiency of its operation.

Maintenance responsibilities should be clearly defined, between occupants, utility companies, local authorities and specialist contractors. Owners and occupiers need to be provided with high quality guidance about using a new or refurbished building, improving their capacity and inspiration to optimise its 'green' potential. The onus should be on routine repair rather than replacement or structural change this is important as;

- In some older buildings some types of modernisation may trigger a decline that could threaten their survival.
- In some New Eco-builds some types of modernisation may affect overall performance of heating, ventilation and insulation.

On completion, buildings should be subject to Pre Occupancy Evaluation (POE) to ensure agreed standards have been met and to finalise the scope of maintenance contracts and guidance.

To Ensure Sustainable approaches extend through maintenance;

- Check the quality of the managing companies and/or maintenance contractors previous work and whether ISO-14001 certification has been gained. Take steps before entering into contracts to test their understanding of, and commitment to, sustainable projects, find out if they have been demonstrably successful in previous sustainable projects.
- Assess the future maintenance needs and regime at the design point to;
  - Devise a thorough, and realistic maintenance and assessment programme
  - Ensure that materials, labour and skills can be locally sourced
- Ensure contracts include measures to monitor environmental performance and enforce agreed penalties if targets are not met.
- Whilst choosing longer lasting materials and appliances that can save on operational and repair costs over time, avoid "maintenance-free" products if they involve the replacement of whole components rather than partial repair. Keep and check all manufacturers' servicing schedules.
- Ensure utilities controls are easily comprehensible and install accessible metering even if this is not required as it will provide an early warning system for problems.
- Ensure that funds and maintenance plans are available for routine, medium and long term management of habitats created or surrounding development schemes. Adjust seasonal maintenance regimes for soft landscaping to encourage wildlife and plant diversity, avoid herbicides and fertilisers that can damage soils and habitats.
- For larger schemes, consider training sessions or courses where key occupiers or managers can be 'targeted'.
- Provide a handover manual/occupiers pack with the option of a demonstration at handover; emphasising sustainable practices, clarifying maintenance responsibilities, explaining operating instructions for systems.
- Encourage occupier involvement in the management and monitoring of the developments environmental performance against targets for example;
  - In the analysis of energy and water meter readings.
  - In recycling waste.
  - In the upkeep of grounds / gardens.
  - By encouraging evaluation and feedback about living and working conditions.
  - By encouraging zero-tolerance for non-sustainable neighbourly conduct.

Standards, Policy and Legislation

Subsection of the 'Buildings – Adaptability, Durability and Materials Chapter' introducing policy framework containing the following information;

Local Context

Questions: Does the Authorities Local Plan include a policy relating to substitute materials? Does this policy enshrine the re-use of building materials from other developments where this is technically and economically feasible as a top level priority?
Has the Local Authority considered facilities for or entertained favourable agreements with suppliers regarding recycled materials storage and distribution?
Does the local authority have a related policy requiring new buildings to be designed for flexibility with the future in mind including creating opportunities to adapt to the changing needs of occupants and the creation of flexible interior layouts?
National policy urges increased use of secondary or recycled aggregates, how do the regional and local planning policies reflect this?
Does the Local Authority have qualified BREEAM Assessors amongst its personnel in readiness for the adoption of the code on Sustainable Building?
Has the Local Authority developed a voluntary 'considerate and sustainable constructor's charter'?

To create a high standards framework to achieve genuinely sustainable objectives Members could adopt the step programme of inquiries and actions detailed at this point in the Energy Chapter

Regional context

Questions: How does the Local Authority know and evidence that at the regional level:

- Is sustainable construction is a key area of action for the Regional Assembly's do they have a Promoting Sustainable Development Group or equivalent?'
- Are there key objectives in the Integrated Regional Strategy to manage the natural resources of the region sensibly, minimise waste, and to encourage re-use and recycling of waste materials.
- What policies (list i.e. Policy 31,32) of the Regional Planning Guidance for promote the use of local building materials etc.
- Could the region facilitate – reducing costs to each Local Authority overall - the qualification of BREEAM Assessors in readiness for the adoption of the code on Sustainable Building

National Context

The Government has expressed its commitment to achieving more sustainable developments at the Better Buildings Summit in October 2004 which led to the establishment of the Sustainable Buildings Task Group (SBTG) chaired by Sir John Harman. The task group have now published two reports regarding the reduction of the environmental footprint of buildings including the contribution of building materials. The group have made further recommendations regarding the quality and sustainability of new and refurbished buildings.

The Government is committed to a new Code for Sustainable Building by April 2006 and has been recommended by the SBTG to;

- *Impose a condition on the contract sale of land bought from the public sector so that new housing must apply the code*
- *Adopt a standard of the Code comparable to the EcoHomes 'very good' …encouraging Regional and Spatial Strategies to do the same.*
- *Create a programme of action for.. Local Authorities to adopt the Code for Sustainable Building by April 2006*
- *Develop the Code to apply to existing housing stock*
- *Adopt Assessment arrangements based on BREEAM*
- *Ensure Part L of the Buildings regulations (on energy efficiency) achieve a 25% level of improvement. And adopt a robust post build checking regime through the buildings regulations to ensure a high level of compliance and enforcement.*
- *Deliver on its target 25% improvement in water efficiency in New Build through regulation*
- *Through the Buildings Regulations require industry to use minimum 10% recycled, reused or reclaimed materials in construction work.*
- *Bring in measures requiring new multi-occupancy build to provide space for the separate collection of recyclable materials*
- *Provide new policy and best practice guidance on Sustainable Building to accompany PPS1 incorporating the Code for Sustainable Building.*
- *Introduce fiscal measures rewarding building quality and environmental performance*

- *Use the compulsory introduction of the Home Information Pack to improve environmental performance of existing housing stock including water efficiency and eco-labelling.*

Source Sustainable Buildings Task Group report: one year on Progress 17th May2004 –17th May 2005

Such standards as adopted must be quickly incorporated into local authority policies, planning guidance and post completion checking regimes.

- **Building Regulations** require minimum standards for heat loss through the fabric of the building, heating, hot-water systems, the insulation of pipes and ducts and space-heating controls. April 2002 Revisions increased standards for the insulation of the building fabric and introduced extra standards for reducing cold-bridging at junctions between walls, roofs, floors and windows and reducing air leakage for all buildings. The performance of replacement windows and improvements to insulation if existing buildings are being altered materially. And proposed 2006 revisions on the conservation of fuel and power covering both dwellings and buildings that are not dwellings and targeting improved standards for the insulation of pipes and water storage, and minimum energy performance requirements for new buildings in the form of target CO_2 emission rates.

- **Revisions to the Planning Policy Statement 22 on Renewable Energy** now make clear that the wider benefits of renewable energy developments are material considerations in planning decisions.

- **Aggregates Levy**
  The aggregates levy, is applicable to any sand, gravel or crushed stone extracted in or imported into the UK. The levy makes the price of aggregates reflect environmental costs by increasing the cost primary sourced aggregates (in line with the 'polluter pays principle') and making the use of recycled and secondary materials more viable. Revenues raised are marked for the delivery of local environmental improvements aimed at delivering local environmental benefits to areas subject to the environmental costs of quarrying. The Aggregates Levy Sustainability Fund uses revenue from the Aggregates Levy to reduce the environmental impacts per tonne of aggregates extraction and helps to stimulate the market for recycled and secondary materials

- **Land remediation relief:** Businesses may claim relief from corporation tax if they clean up contaminated land, in the UK acquired by the company to carry out its trade and contaminated at the time it was acquired either wholly or in part. The relief can total upto of 150 per cent of the clean-up cost. Land remediation tax relief should be claimed for in **tax returns** and companies making a loss because of spending money on cleaning up land may apply for a tax credit of 16 per cent. The relief is only available to companies, not to individuals or partnerships.

European Context

Need more checking at this point as there have been a number of recent changes which need addressing.

International Context

By becoming a signatory nation of the 1997 Kyoto Protocol the UK has signed up to a legally binding target of reducing greenhouse gases as a whole by 12.5% by 2008-12. In line with the advice of the Intergovernmental Panel on Climate Change (IPCC) the UK must aim for a reduction of 60% in CO_2 emissions by 2050.

It will be impossible to achieve such targets without developer maximising the integration of energy from local renewable sources where ever possible**.** This might include solar space and water heating, solar electricity generation (photovoltaics), wind power, biomass fuel and other sources of energy.

Voluntary Standards
In addition to all the legislative standards there are also some voluntary standards which developers are increasingly choosing to meet, and which the Sustainable Buildings Task Group have used as indicative of the scope of the developing National code, these include;

Environmental Standard Award
The Environmental Standard Award is administered by the Building Research Establishment (BRE) and is intended to provide an indication that a development has reduced its impact on the environment. New homes are assessed under a range of criteria including emissions of greenhouse gases and CFC's, use of materials, site ecology, water use and levels of comfort.

BREEAM

For non-residential development assessment methods such as the BREEAM rating can be applied. Using BREEAM, buildings are given a score which provides an indication of their environmental impact. Issues considered include CO_2 emissions, healthy building features, air quality and ventilation, minimising ozone depletion and acid rain, recycling and re-use of materials, ecology of the site, water conservation, noise and lighting. Major building elements (i.e. upper floor slab, external walls, roof and windows) should achieve an overall 'A' rating as detailed in the Green Guide to Specification 'A' (BRE 1998).

ANNEX A

Renewable Energy

Renewable Energy, electricity and/or heat, is sourced from fuels;

- Which always replenish themselves, - such as the heat of the sun, wind and water movement
- Or with a little management can be continuously restored – such as wood, reeds, straw
- Or occur as the captured bi-product of other natural cyclic processes – such as the gasses produced from the anaerobic (airless decomposition by bacteria) of sewage or the decay of organic (primarily soft green) waste.

The following parts of the Chapter present a guide to;

- The different sources of renewable energy,
- Their associated technologies
- And practical considerations in respect of the applicability or ease of using a particular source in a given environment.

Biomass

Biomass: is the shared description for the controlled release and use of the energy potential locked up in **trees and plants** – straw, reeds or willow - or created as a part of regularly recurring natural processes – the bi-products of the process of decomposition or the bacterial **digestion** of natural things i.e. sewerage, various farm wastes or decaying material such as garden clippings and/or other largely natural materials such as paper.

Dry Bulk Green Biomass: releases the locked up energy through burning the primary fuel source - wood, straw, poultry litter (mix of straw and droppings) or crops purposely grown for energy such as miscanthus a perennial reed, rush or wet land grass. Energy produced from green biomass can be as adaptable as that from coal burning - i.e. everything from the heating of a domestic property to the fuelling of a national grid connected power plant. Like Coal burning green biomass produces Carbon Dioxide (CO_2), it fundamentally differs from the burning of gas, oil or coal however in the following respect plant life needs CO_2 which they take from the air or atmosphere to grow. As they do so they 'ground', or lock up the form of carbon that would otherwise contribute to global warming and release life giving oxygen to the animal kingdom. Green biomass fuel sources can therefore be described as 'Carbon Neutral' in that the carbon they produce as CO_2 on burning is generally less than or equal to the carbon they use and render safe whilst growing.

Green Biomass Primary Sources

- **Straw** is a natural bi-product of cereal or seed-oil crop production in the UK and can either be used straight after the harvest of grain, or burnt

after it has been used as bedding for livestock; extending the marketable value of the product for our agricultural industry.

- **Wood** or more accurately trees, particularly those species that can be grown on short rotation coppice or pollard[1] like Willow, Plane and Poplar have a variety of additional benefits depending on the location of source. Willow has been used for many hundreds of years for the ability of its roots to stabilise and add structure to fragile river banks that would otherwise be more likely to silt up rivers and contribute to overspill and flooding; CO_2 related global warming has increased the likelihood of flood incident in the UK. Poplar and Sycamore are highly resistant to pollutants and can be planted in close proximity to city environments cleansing air and making city living healthier where other species would die. Vigorous young Poplars[2] are relatively resistant to pollutants, have a rapid growth cycle and add value as graceful compact shelter belt forms.

  Other sustainable sources of wood include forest management bi-products left over from timber processing, grounds maintenance/tree surgery waste and reclaimed demolition timber etc. Whilst non coppiced or pollarded wood is also a potentially valuable source of biomass it must come from FSC certified sustainable sources, where trees felled for fuel, are replaced by an equal or greater planting of new trees of the same kind.
- The growth of **Miscanthus** is best suited to water meadow (places that get wet or flooded in winter but drain naturally in summer; may sometimes be described as flood plain habitat. Historically these environments have been under threat due to forced drainage to create further space for economically viable agricultural land.
- **Oil seed crops** such as Rape, Hemp and Maize (Sweet Corn) are already being processed to produce alternative sources of transport fuels to petrol or conventional diesel such as ethanol (a form of alcohol) and **biodiesel**.

  In addition to the production of seed for oil, **Hemp** stem fibre can be used in the production of fine grade natural fibres equivalent to cottons, thermal mass insulation or as a fuel in the same way as straw. Unlike Cotton agricultural Hemp will grow in UK climatic conditions – cutting out or largely reducing the transportation impacts - and needs little or no pesticide or supplementary fertiliser minimising other environmental pollutants.

  The stem fibres and husk of other oil seed crops whilst not as adaptable as Hemp may be used in digested to burn or burnt.
- Non-hazardous organic industrial, construction or municipal bio-wastes (such as arboricultural thinnings) may also be applicable. Additional care must be taken with such sources to guarantee that emissions and residues from such waste to fuel sources don't cause environmental problems.

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[1] coppice or pollard: the controlled cutting of a tree to promote rapid shoot growth which is harvestable on a recurrent basis usually 3-4 years,

[2] Poplars due to their tall tongue shaped growth (which catches the full brunt of prevailing winds) and susceptibility to concealed heart wood rotting should, on a relatively short aging cycle, be renewal felled and replaced in the interests of public safety.

Anaerobic Digestion captures and diverts for fuel the methane produced by the rotting of **wet wastes** (such as soft green materials including municipal bio-wastes or slurry) in temperature-controlled containers through a process known as anaerobic digestion. This can then be used to fuel gas engines producing electricity and heat.
Examples of chicken litter combustion, animal slurry digestion and straw combined heat and power projects are already powering well in this country. Adoption of digestion systems may offer local authorities an opportunity to manage compostable green wastes more effectively.

Biomass to Power
At domestic to medium scale (municipal or office build) wood may be used as wood chip, wood pellets or logs, in wood/pellet burning stoves or wood chip/pellet boilers for space and water heating. For single room heaters or stoves with automated wood pellet feed used for heating a single rooms and hot water or a whole house.

For commercial or larger scale community electricity production wood and other biomass materials can be used in a variety of ways generally assessed on the scale of production desired;

- In electricity producing combustion plants the material is burned to effect steam generation.
- Gasification plants heat the material with air steam or oxygen in such a way that gases are given off for burning in boilers, chambers or turbines.
- Or through Pyrolysis processing plants where the green material is heated in the absence of oxygen producing;
    - Combustible gases of an energy value generally ½ that of natural gas,
    - Low energy charcoal which can be upgraded if required
    - and a bio-oil liquid effluent (which must be treated to prevent water pollution.

Most medium to large scale biomass generation lends itself to co-generation or the production of combined-cycle or combined heat and power (**CHP** see below) production improving the total energy output of the operating system. Depending on the primary fuel source and generating system deployed the ashes formed may be applicable for use as;

- Soil improvers/fertiliser for agricultural purposes
- Road clinker
- Or must be considered and assessed for safety as landfill

Large scale Biomass also presents established grid connected opportunities to explore **Co-firing Potential,** where a proportion of the energy produced from fossil fuel combustion is supplemented.

Critical Factors in Assessing the applicability of Biomass:-

Availability of primary fuel source: -

- Land use in the Yorkshire and Humber Region is chiefly agricultural, rural areas covering around 80% of the region; accounting for about $^{1}/_{5}$ of the population. Cereal, seed oil and hemp crop production are pre-established in the York area. In addition to which there may be sufficient animal husbandry – assessments regarding the relationship to pig, cattle and poultry - to support litter based and/or slurry digestion biomass systems. These possibilities could possibly create secondary income streams for the farming community, and additionally CHP nets for 'off-gas' communities which are generally rural thus creating a valuable sustainable cycle.
- Large tracts of the N.York Moors are given over to managed forestry, however, the home demand for the supply of good grade sustainably sourced building timber should take precedence over fuel supply, reducing likely overall volumes for biomass to sawmill processing waste.
- The Vale of York has some tracts of degraded or species poor flood meadow (which would need careful differentiation from species rich acreage) and river margin which might be considered for environmentally aware miscanthus production and/or willow coppice.

Security and Costs of Supply: -

- Transportation costs and associated emissions are a significant factor in determining the economic and sustainable viability of Biomass. Depending on the energy value of the primary fuel type, experts suggest that ideally the harvest or collection site should be between 10-25 miles from the energy conversion site.
- Secure primary biomass sources are well evaluated on their understanding of timed cycles of source renewal, demand, storage and handling required. Or the ability to predict the local capacity to produce the required volumes of the chosen fuel material to maintain constant and efficient operation of the system over a period ensuring systems life profitability once processing, generation, staffing, transportation, waste management and other associated costs have been deducted.

Design and Permissions: -

- Generally a high level chimney or twin walled stainless steel pipe flue are required to vent gasses released on combustion away from the building, for safe atmospheric dispersal; such flue systems may be fan assisted to improve performance.
- For medium to large scale combustion systems wall mounted air-grill ventilation is required to provide adequate combustion flow, domestic burners and stoves draw from room which will need adequate through flow from air-bricks or similar. Flow does cause some heat loss which can be compensated for by fitting positive pressure ventilation in the roof space and heat recovery systems.
- The Local Authority Planning Department should be contacted prior to flue fitment especially where proposed flue heights exceed the roof-line

as planning consent is likely to be required. The Planning Department will also wish to consider proposals in respect of their relationship to conservation areas and areas of outstanding natural beauty.

- Under the clean air act wood must only be burned on exempt appliances in smokeless zones.
- Installation must comply with safety and buildings regulations.
- Local Planning Authorities handling applications for anaerobic digestion, must carefully consider the potential impacts of odour and proposals put forward for its control. Where odour would have an impact, plants should not be located in close proximity to existing residential areas. (Planning Policy Statement 22: Renewable Energy)
- Whilst the need to transport fuel to Biomass plant may lead to increases in traffic in determining planning applications, and should ensure this is minimized by citing plants as close as possible to proposed fuel sources, the authority should recognise that the primacy of other considerations (i.e connections to the Grid and the potential for CHP). (Planning Policy Statement 22: Renewable Energy)

Biomass Exemplars
The UK has some of the largest examples of the use of Biomass to generate electricity in Europe.

Large Scale
At 38MW Ely Power Station generates over 270GWh each year and is possibly the largest straw burning power station in the world. Planning permissions have allowed Ely to successfully incorporate oil seed rape and miscanthus fuel sourcing in addition to cereal straw. The plant requires 200,000 tonnes of fuel each year; supplied by Ely's sister company Anglian Straw. The power output from the plant is sold under an NFFO contract that terminates in 2013.

At 38.5MW generation, Thetford chicken litter fuelled plant Norfolk consumes 420,000 tonnes of litter each year and is possibly the largest biomass plant in Europe. The plant located at the heart of poultry production in England uses litter sourcing managed by a dedicated team. The plant has successfully trailed the burning of feathers and other agricultural residues. EPR operates and maintains the energy plant and as a bi-product quality fertilizer is marketed through a group owned subsidiary. Power output from the plant is sold under an NFFO contract that expires in 2013.

Small-Medium Scale
In Feb 2004 RSPB Wetland Centre Old Moor South York's entered into contract with a local sawmill for delivery of 1 ton of sawmill off cut material – delivered bi-weekly (summer) and twice weekly winter - to power a 100KW boiler.

For more Information:-

British Biogen - The Industry Trade Association; for more information about every aspect of biomass in this area www.britishbiogen.co.uk

DEFRA, English Rural Development Programme; for advice about support schemes for growing energy crops and establishing producer groups. www.defra.gov.uk/erdp/shemes/energy/default.htm

The National Non-Food Crops Centre, York; for advice about systems, crops and industry contacts www.nnfcc.co.uk

Clear skies for; individual and community grant support for automated pellet feed room heaters and stoves. www.clear-skies.org

Heat Pumps

Heat Pumps rely on the absorption of the heat produced by the sun being drawn into a compression unit with an evaporator coil heat exchanger which works like a fridge in reverse; making it possible to produce heat from external air temperatures of as little as –15^{o} C, or constant UK ground (12ºC), or water temperatures.

All heat pumps require an **operating power supply**; preferably solar photovoltaic panels or a wind turbine if the system is to be considered truly renewable. For each unit of energy the pumps use they will generate 3-4 units of power so other sources of operating supply would still deliver 60-75% renewable heating. Users could also consider subscribing to a green tariff scheme, promoting the use of renewables by generation companies.

With Air Source;

- The Heat pump **compressor** which takes the air delivered and upgrades it using the latent heat of a refrigerant to up to 75^{o}C.
- The heat gained is transferred to a space heating distribution system such as conventional radiators.

Critical Factors in Assessing the Applicability of Air Source Heating

- Systems are low noise, robust and reliable requiring little maintenance and offering a typical 20 year life expectancy.
- The units are small (roughly the size of a large suitcase) and wall mounted
- Safety characteristics rank high as there is no reliance on combustion
- Systems are most effective for smaller scale units with fairly high constant level heating demands i.e. domestic or office space etc
- Systems are simpler to install than ground source

With Ground Source

- A **closed underground, piping circuit** which has water pumped through it as the conducting medium transferring the underground energy. There are two principal types;
    - **Vertical heat exchangers**; which run deep into a narrow shaft fairly close to the building

  - Or Horizontal or **Slinky Exchangers** where the pipes coil in long narrow trenches away from the building
- The Heat pump **compressor** which takes the water delivered at about 11°C and upgrades it using the latent heat of a refrigerant to between 40-50°C.
- The heat gained is transferred to a space heating distribution system i.e.
  - Under floor heating (which is the most efficient)
  - Low surface temperature radiators
  - Or low temperature air distribution

Critical Factors in Assessing the Applicability of Ground Source Heating

- Systems are low noise, robust and reliable requiring little maintenance and offering a typical 20-25 year life expectancy.
- Safety characteristics rank high as there is no reliance on combustion
- Reversible ground heat systems can also be used to remove heat from a building and deposit it back into the ground to cool the building during hot weather
- Supplementary systems are required if the system is used for hot water provision as ground source alone will not heat to required levels for pasteurisation; this could be solar.
- Systems are most effective for units with fairly high constant level heating demands i.e. schools, residential care homes etc
- Systems will actually work more efficiently in the presence of a high water table

Water Source; works roughly equivalent to ground source only the piping circuit is laid in flat loops at the bottom of a pond or lake.

Design and Permissions: -

The permissions pointers for the operating power supply will need to be considered i.e. if solar see relevant permissions summary.

There should not be need to obtain Planning Consents for the ground source system itself as it hidden within the building or ground.

There should not be need to obtain Planning Consents for the air source system in anything other than protected builds or conservation areas.

Heat Pump Exemplars: -

For more Information:-

Heat King manufactured in Brighouse for information about local supply www.heatking.co.uk

The European Heat Pump Website; www.fiz-karlsruhe.de/hpn/hpn.html

The UK Heat Pump Network for; finding out more about the developing market and environmental and economic best practice www.heatpumpnet.org.uk

The website of the Ground Source Heat Pump Club: www.gshp.org.uk

Clear skies for; general information about Ground Source Heat systems, and, individual and community grant support for installation www.clear-skies.org

The Geothermal Heat Pump Consortium for; a range of residential and commercial sector case studies as well as technological information www.geoexchange.org

The IEA Heat pump programme for; information serving the Industry needs on policy, development and distribution www.heatpumpcentre.org

Hydropower

For centuries we have used water wheels to drive mills and machinery, Hydropower could indeed be described as the catalyst of the industrial revolution in this country. In 2004 modern Hydropower accounted for the largest share of renewable sourcing, some 4% of all electricity produced in the UK. Most generation still comes from large dam projects installed many years ago but small scale hydro is increasing, and it is suggested that the York's and Humber region has potential to create at least 9.5MW of capacity from smaller scale generation.

All hydropower technologies turn the potential or kinetic energy of water into electrical generation by means of a hydro turbine.

Small Scale Hydro Turbines comprise of;

- Water power "dropped" from behind a dam or storage reservoir or from a flow head within the river such as water intake above a weir or behind a dam. It is now possible to produce a few tens of kilowatts of electricity from low water "heads" of 2 - 3 metres.
- After adequate volumetric flow and/or water pressure - which will determine the amount of power attainable - have been established most hydro systems require a water transport system and flow control system channelling the water to the turbine.
- Water passing through the turbine generates energy in the same manner as the blades of a wind system, the turbine is connected to an electrical generator converting the kinetic energy into electricity.
- The electricity generated in small systems may be direct current (DC) which can be stored in batteries but needs to be run through an invertor or DC/AC converter producing Alternating Current for domestic circuit use. Electricity may also be diverted to the grid.
- The water passed through the turbine then directed back to the water course through an outflow.

Critical Factors in Assessing the Applicability of Hydro Power: -

- As a general rule of thumb, capital costs rise as available head decreases. Sufficient head to give an output over the systems life ensuring payback of the installation investment capital should be established.
- A degree of existing infrastructure, i.e. a disused mill/weir etc are likely to improve project profitability.
- Costs vary immensely depending on the type of hydro resource available and the system installed.
- A system producing less than 10kW may not worth grid connecting, unless grid connection infrastructure is already present. 10kW size systems are better suited to battery charging or secondary backup for a critical load, such as old generators.

Design and Permissions: -

A licence needs to be obtained for a hydro project from the Environment agency.

Planning permission may also be required from the local authority.

Hydro Exemplars: -

For more Information:-

For more information about hydropower and list of suppliers, please visit the British Hydropower Association's website at www.british-hydro.org

For information on grants, please visit the Clear-Skies website at www.clear-skies.org

Solar Energy

Sunlight is a free, constantly renewed source of light and heat, and its benefits are increasing being built-in to new developments or added into refurbishment or re-use projects. There are three primary approaches used to harness solar power in the UK today;

- **Passive-solar gains**,
- **Photovoltaic** cells that generate electricity,
- and **Solar-thermal** panels that heat water.

Passive-Solar Gains: rely on design specifications and material elements aimed at maximising the conversion of sunlight into heat and significantly reducing the amount of heating required to achieve and maintain thermal comfort. To build in solar gains and maximise the absorption of radiant energy into the buildings fabric buildings should be;

- Orientated with the main elevation or glazed face of the building to within 30 degrees of due South
- Spaced to ensure buildings structures, shelter break planting and high walls don't overshadow. Note, however, that the planting of native deciduous trees to reduce overheating in summer whilst minimising shadowing in winter should be considered.
- Incorporating a greater proportion of glazed areas on the southern elevations to increase passive solar gain and natural day lighting.
- Using roof lights and atriums to bring light and solar heat into the centre of buildings.
- Using advanced solar and double glazing systems for windows and doors; preferably framed with sustainably sourced wood.

Whilst full application of passive-solar gains techniques may not be practical in all locations due to prior spatial positioning, as many of the techniques as possible should be incorporated into re-use, refurbishment or new build projects to reduce the reliance on supplementary energy sourcing.

Photovoltaics:

'Photovoltaic' is a word conflation of the Greek *photo* meaning light and *voltaic* associated with energy production.

Photovoltaic (PV) systems or PV cells are constructed using thin layers of semi-conducting material, most commonly silicon, which on exposure to light, generate electrical charges. The charges are conducted away by metal contacts as direct current (DC) to an invertor or DC/AC Converter providing Alternating Current for domestic circuit use. Alternatively DC can be used of a specific DC lighting circuit, but this technique is primarrly used in properties that are not grid connected.

To give the desired electrical output multiple cells must be connected together , as single cell output is small, the cells are encapsulated (typically in glass) to form a **module** or 'panel'. Electricity produced can either be used immediately or stored for later.

Photovoltaics lend themselves to a variety of familiar applications and operation scales. Simple cell systems are commonplace in calculators and watches, mini panels in some battery collector systems for domestic burglar alarms, garden lighting or fountains, and increasingly larger systems for parking meters and street lights.

The adaptability of PV lends itself to larger scale output where multiple PV modules or panels are connected together to form an **array**. When production exceeds demand arrays can be grid connected to the electricity network selling power back to an electricity supply company. Grid connection acts as an energy storage system, eliminating the need to include battery storage into the PV system.

Critical Factors in Assessing the applicability of Photovoltaics:-

PV technology offers enough scope to potentially generate pollution and noise-free electricity in any environment without necessarily using extra situational space.

- PV modules or arrays generate more energy when they are positioned in fixed units facing near south (south-east, south-west) away from any shadows from trees, surrounding buildings or chimneys at a tilt angle of 30-60 degrees or mounted on solar tracking systems.
- They can be incorporated into the buildings façade in a number of ways, sloping rooftops using frame mounts being ideal, where the frame provides an underflow air path to avoid excess heat build up under the panel.
- Photovoltaic systems can also be incorporated into the actual building fabric for example;
- Monochrystalline glass encapsulated cell systems – life expectancy 25-30 years - can be incorporated into the glazing of conservatories or sunroofs where the building provides airflow.
- Polychrystalline cell systems – life expectancy 20-25 years – have an iridescent blue black mirror glass finish which can be usefully incorporated to stunning aesthetic effect in wrapped roof arrays on modern builds.
- Amorphous systems have a matt colourised finish that may be more architecturally discrete for some locations. PV roof tiles are also now available and can be fitted as would standard tiles making them a good choice if re-roofing is required. This rapidly growing market in PV innovation, is being mainstreamed by the UK Major Photovoltaic Demonstration Programme who may provide project funding; see www.solargrants.org.uk.
- Photovoltaic systems can be the most cost effective power source where grid power supplies are unavailable or difficult to connect to. PV adapts well to combined sourcing for community generation networks where biomass, wind or other renewables generation, forms part of a hybrid power supply system.
- Consideration should always be given to the desired systems output or electricity needed which should be a determining factor in the type of system chosen.
- To directly generate hot water – solar-thermal not PV technology is required.

Solar-thermal

Solar Panels, also known as solar-thermal "collectors", use the sun's heat to warm water, or another liquid, as it is passed through the panel. The warmed fluid then progresses to a heat store (at the simplest level a hot water tank) supporting the provision of hot water or space heating via a central heating system. Solar thermal collectors will work throughout daylight hours, even if the sky is overcast and there is no direct sunshine.

Critical Factors in assessing the applicability of solar-thermal: -

Solar thermal technology comes in two varieties - flat plate and evacuated tubes - and will potentially generate around 50-60% of a buildings hot water requirements pollution and noise-free over the year; in summer months the output will be greater with either system. The Department of Trade and Industry estimate that half the existing UK housing stock could easily be fitted with solar hot water panels.

Flat plate collectors are the simplest form and generally have a lower efficiency than evacuated tube systems that may require location over a larger surface area to meet demand. They are constructed from sheet metal painted black (encouraging absorption of the suns energy) and housing coiled piping attached to the sheet panel that picks up the heat from the metal. The unit is set in an insulation box covered with glass or clear plastic at the front reducing heat loss and exposure, the pipes are generally copper improving conduction and in the UK climate pipe work contains non-toxic anti-freeze (glycol). The hot liquid passes through transfer piping which passes through the water storage system loosing its heat load before returning to the collector.

Evacuated Tube collectors: are more efficient systems, which rely on the grouping of highly insulated vacuum tubes, reducing heat loss from the absorption surface.

- Optimum systems size should be calculated using software to simulate system performance throughout the year. Typical UK domestic installation uses a flat plate panel of 3 to 4m^2 or evacuated tube system 2m^2 connected to a storage tank of 150- 200L, at the other end of the scale solar-collectors are being used for large scale water heating in swimming pools and leisure centres. Over-sizing of domestic systems is unlikely to justify the greater investment in additional energy savings.
- During the summer months modern systems can be so efficient that the hot water may run too hot, creating a risk of scalding. To protect the young and old who are most vulnerable and reduce this risk the installation of thermostatic mixing valves as part of the system approach should be considered.
- The system will usually require the installation of a new large hot water cylinder. Vented cylinder systems work with a cold pressure cistern systems housed in the loft. Mains pressure (un-vented) cylinders and thermal store cylinders ensure hot water is maintained at the same pressure as the mains supply allowing, for example, the running of power showers without additional pumping.
- Costs for professional installation vary significantly and independent advice should be sought to ensure the best system for the situation and value for money. Collectors should have been independently tested for thermal performance (to BS EN 12975 or BS EN 12976 standards) and suppliers should provide this information. The Clear Skies website (www.clear-skies.org) or scheme help-line on 08702 430 930 is a good first point of reference.

Design and Permissions

- The Local Authority Planning Department should be contacted prior to the installation of collectors or PV if there are proposals to install in conservation areas.
- Installation must comply with safety and buildings regulations.

Solar Exemplars
The Region already has some of excellent examples of the use Solar PV and Solar thermal

Large Scale
Primrose Hill Solar Regeneration Initiative, Newsome, Huddersfield
PV and solar thermal installation on 121 new and existing houses commenced in March 2005 on existing properties and new build in late 2005. On completion this will be one of the largest comprehensive solar installations in the country delivered as part of an overall regeneration plan for the Primrose Hill area. Combined capacity will deliver 76,706 kW/yr PV
108,990 kW/yr Solar Thermal creating annual savings of 33 tonnes of CO2 and £4,985.90 PV (@6.5p/kWh) from avoided electricity import.

Medium Scale
Titanic Mill CO_2 neutral development, Linthwaite, Kirklees
Mill conversion to luxury apartments project incorporating a roof mounted 50kWp solar PV system generating 38,115 kW/yr, saving annually 16 tonnes of CO_2 and £2,401 (@6.3p/kWh) in avoided electricity import. It is also proposed that the Mill uses hybrid sourcing through biomass, to make the development carbon neutral once completed.

Fieldside Place, York?

Small Scale

For more Information:-

Solar Trade Association's website at www.solartradeassociation.org.uk

PV-UK The Photovoltaics Industry Trade association www.pv-uk.org.uk

For UK PV grants; www.solarpvgrats.co.uk

Clear skies for; general information about Solar Collectors and PV systems, and, individual and community grant support for installing Solar Collectors and PV systems www.clear-skies.org

Wind

People have wind energy as basic mechanical power for grain milling and water pumping for centuries. Wind **turbine** technology harnesses the energy of the wind more fully to generate electricity for export to community networks, the grid or single applications.

Wind Energy is used across a broad spectrum of applications in the UK from the charging of small battery systems producing electricity remote from the distribution network, to large multi-turbined **wind farms** producing electricity on the scale of conventional power stations.

Wind turbine systems comprise of ;

- A set of blades - most commonly three - mounted on a horizontal axis with a rotation pivot which will move the blades to capture the most favourable directional force.
- The blades are connected by a rotor shaft, either directly to an electrical generator, or to a generator via a gearbox for larger turbines.
- The electricity generated in small systems tends to be direct current (DC) which can be stored in batteries but needs to be run through an inverter or DC/AC converter producing Alternating Current for domestic circuit use.

Critical Factors in Assessing the Applicability of Wind power: -

- Low cost electricity can be produced the windiest sites for as little as 2 pence per kWh, comparing more than favourably with increasingly costly electricity from conventional sources. Typical wind powered electricity costs between 2p/kWh and 10p/kWh dependant on scale and location.
- Wind power produces no pollutants or emissions during operation and modern designs are generally quiet. Energy used in the manufacture of the system is repaid within 3-9 months of operation.
- The near silent operation of modern designs is described as causing less noise than the wind in the leaves of a tree. Gearbox free turbines are always best for noise sensitive environments. Local Authorities are required to assess[3] aerodynamic noise from installations such as wind turbines and ensure that they are located and designed in such a way to minimize these. (Planning Policy Statement 22: Renewable Energy)
- Small wind turbines can be situated on the top of buildings or towers in the built environment to capture the increased wind speeds at higher levels; these must be very securely mounted however as strong gusts and turbulence will otherwise cause vibration of the turbine increasing wear. The advice of a structural engineer regarding mounting implications should be sought.
- Land used for situating turbines does not diminish in agricultural value and both short and long term job opportunities are created in the building and maintenance of turbines.
- Wind systems may be perceived as visually impacting upon the environment, whilst this is less likely to be a valid objection with small scale applications in built environments it is still the most contentious aspect in locating wind farms.

Design and Permissions: -

[3] The 1997 report by ETSU for the Department of Trade and Industry should be used to assess and rate noise from wind energy development this is available at http://www.dti.gov.uk/energy/renewables/publications/noiseassessment.shtml

The Local Authority Planning Department should be contacted prior to the installation of turbines as they will wish to consider proposals in respect of their relationship to conservation areas or areas of outstanding natural beauty.

Local Planning Authorities should not treat wind turbine proposals prohibitively, issues of impact on air-operations and separation distances from power-lines, roads, and railways should be addressed by the developer before submitting planning applications and not included in local authority policy. (Planning Policy Statement 22: Renewable Energy)

Installation must comply with safety and buildings regulations.

Wind Exemplars: -

For more Information:-

The British Wind Energy Association – the largest renewable energy trade association in the UK - for; more information about wind power and a list of suppliers, www.bwea.com

Clear skies for; general information about turbine systems, and, individual and community grant support for installation www.clear-skies.org

Other

Biodiesel is primarily applicable to transport at the present time. Most car manufacturers will support a blend of 5-10% Biodiesel and 95-90% fossil diesel and this is increasingly available in petrol stations, blends can match conventional fuel performance in most cars without engine adaptation and consequently the market place availability of these new fuels is expanding.

With minimal cost engine modifications, filtered vegetable oils can also be used as effective fuel for diesel powered engines; modification kits are now readily available for DIY or garage adaptation and don't stop the engine running on fossil diesel if necessary. Biodiesel can also be prepared from used vegetable oils (from industrial food processing, restaurants etc.)

For more information: -

British Association for Bio Fuels and Oils (BABFO) – the trade body for producers: www.biodiesel.co.uk

Veg Oil Motoring: www.vegoilmotoring.com

For Biodiesel retailers: www.biodieselfillingstations.co.uk

For suppliers of Biodiesel: www.rixbiodiesel.co.uk
or www.broadlandfuels.co.uk

Or if your thinking of making your own: www.lowimpact.org

Geothermal energy takes the form of heat rapidly conducted from the earths molten core to reservoirs within 10K of the earths surface. This may naturally create, or be used to create, superheated steam powered generation and hot water and space heating for community networked industrial, agricultural and domestic application. Geothermal offers huge global energy supply potential and already powers plants in Italy, the USSR New Zealand and the US. Iceland's capital city Reykjavik sources 95% of its buildings heat requirements from geothermal springs supplying 86℃ heated water. Unlikely application to York's and the Humber.

Combined Heat and Power (CHP[4]) is not in and of itself a renewable energy source, CHP units were originally designed to maximise efficiency in fossil fuel firing, using natural gas, commercial grade oils and coal. Increasingly however CHP is used to maximise the energy potential of co-fired plants, waste to fuel systems and biomass combustion. The latter application being totally renewable, in this application CHP delivers the double bonus of creating significant reductions in greenhouse gas emissions additional to the carbon neutral primary sourcing.

The application of Combined Heat and Power improves the efficiency of traditional combustion power generation by reclaiming the heat produced as a by-product of electricity generation; as little as 35-50% of the energy value of fuels used in large power stations are converted to power. Diverting the reclaimed heat load through CHP systems for local space heating requirements raises the useable energy value of the primary fuel source by another 35-40%. CHP systems will also reduce the amount of primary fuel required for heating and electricity generation by around 35% and cuts in overall CO_2 emissions of 30% may also be expected.

The core components of a CHP system are;

- A fuel feed to a prime mover the combustion engine driving the generator and creating the heat source; in larger systems one or more prime movers usually driving electrical generators
- The generator itself producing electricity, coupled to the prime mover
- A heat recovery system processing heat from generator exhaust and the generator itself through a radial exchange cycle cooling system.
- Heat generated in the process is usually piped away into the equivalent of large-scale community or district radiator systems for space heating.

Critical Factors in Assessing the applicability of CHP: -

Primary considerations are the same as for biomass in respect of;

- Secure local availability of the fuel choice
- Permissions for chimney height and the appearance of the plant and measures for the mitigation of air pollution.

[4] Sometimes described as 'cogeneration' or 'total energy', particularly in the United States or European Union

The economic benefits of retro-fitting CHP – particularly when an old boiler system needs replacing for example - for smaller scale single user applications are well understood, in 2002 43% of UK CHP schemes had an installed electrical capacity of less than 100 kWe[5].

CHP at medium to large scale requires the co-development and installation of community heating network infrastructure lending itself well to the redevelopment of urban sites, new community build or rural cluster expansion.

- Higher build densities and layouts reduce the pipeline lengths servicing buildings thus reducing loss between point of heat production and delivery. Layouts of 40 to 45 dwellings per hectare have been suggested.
- Combined industrial and residential uses including hospitals and schools have been proven to successfully spread heat demand over different time periods making for better use of the output.
- A base with facilities for the CHP plant engineering, operations and maintenance staff will be required and including one major institution – i.e. government offices, a leisure centre or a hospital - may help provide this.
- Surplus power may be sold back to the grid.

Design and Permissions: -

See biomass

For more Information:-

www.cibse.org/chp

Information about micro-CHP which is expanding in the UK ;
www.microchp.co.uk

Hydrogen Fuel Cells are electrochemical conversion units which change oxygen and hydrogen into water producing electricity and heat during the process. The cells do not need recharging and will run constantly so long as they are fed oxygen and water.

Obtaining sufficient Hydrogen to feed the cells is done by splitting oxygen of from water molecules through electrolysis and this requires a power supply which will only make a fuel cell use renewable if the primary energy source is. The obvious benefit of renewably powered fuel cell technology is that the only by product is water.

Fuel cell technology is still at demonstration stage and therefore too costly and under tested for wide scale recommendation, wider scale commercialization is anticipated by 2010.

For more information: -

[5] DTI's Digest of UK Energy Statistics 2002

The Department of Trade and Industry website for independent information www.dti.gov.uk/energy/renewables/technologies/fuel_cells.html

Renewable Energy Standards, Policy and Legislation

Subsection of the Renewable Energy Chapter introducing policy framework containing the following information;

Local Context

The (*Local Authority)* (*add where applicable* Energy Strategy, Fuel Poverty Strategy, Climate Change Strategy, Environment Strategy) and vision place a strong emphasis on low energy design, the promotion of renewable energy and increased sustainability within the (*Local Authority)*.

The (*Local Authority)* Local Plan now (check) places requirements on most developers to demonstrate that they have fully considered the use of renewable energy technologies and the possibility of connecting to a community heating network system based upon CHP (*policy/policies???? see Appendix (X) consider Hyperlink for web based versions*). Energy efficiency issues must also be considered in the design process (*policy ???? see Appendix (X) consider Hyperlink for web based versions).*

Planning Policy Statement 22: Renewable Energy

States that;

1. **Developers** of renewable energy projects should engage in active consultation and discussion with local communities at an early stage in the planning process, and before any planning application is formally submitted.

2. **Local Development Documents should** contain positively expressed policies **designed to promote and encourage**, rather than restrict, the development of **renewable energy resources**. These should incorporate;

- Targets – which may be regionally devolved - for renewable energy projects in all new developments and some existing buildings, requiring a percentage of the energy to be used in new residential, commercial or industrial developments to come from on-site renewable energy developments. Such policies:
  - should ensure that requirement to generate on-site renewable energy is only applied to developments where the installation of renewable energy generation equipment is viable given the type of development proposed, its location, and design;
  - should not be framed in such a way as to place an undue burden on developers, for example, by specifying that all energy to be used in a development must be from on-site renewable generation.

Nb: Many Local Authorities are incorporating targets at levels above the recommended 10% by 2010 and 20% 2020 and/or at intervals interim to the basic targets to encourage more rapid assimilation of renewables into the locality.

- Only focus on the key criteria that will be used to judge applications. More detailed issues may be appropriate to supplementary planning documents.
- The specific requirements of renewable energy developments in both urban and rural areas.
- Recognise that some previously developed sites, whilst being unsustainable in terms of other land uses (e.g. a site in a remote location unsuitable for housing) may offer opportunities for developing some forms of renewable energy projects.
- The minimisation of visual effects (e.g. on the siting, layout, landscaping, design and colour of schemes
- Local Strategic Partnerships should foster and promote community involvement in, knowledge and greater acceptance by the public renewable energy projects
- Create criteria based policies which set out the circumstances in which particular types and sizes of renewable energy developments will be acceptable in nationally designated areas. Small-scale developments should be permitted within areas such as National Parks, Areas of Outstanding Natural Beauty and Heritage Coasts provided that there is no significant environmental detriment to the area concerned.
- Only allocate specific sites for renewable energy in plans where a developer has already indicated an interest in the site, has confirmed that the site is viable, and that it will be brought forward during the plan period.

Local Development Documents should not;

- Create planning policies ruling out or constraining the development any type of renewable energy technologies in any given location without sufficient reasoned justification. Government may intervene in the plan making process where it considers constraints proposed by local authorities are too great or poorly justified.
- Set arbitrary limits on scale of installations and noting for instance that visual impact may only be temporary if conditions are attached to permissions which require the future decommissioning of the installation
- Create “buffer zones” around international or nationally designated areas and apply policies to these zones that prevent the development of renewable energy projects
- Make assumptions about the technical and commercial feasibility of renewable energy projects. Technological change can mean that sites currently excluded as locations for particular types of renewable energy development may in future be suitable.
- use a sequential approach in the consideration of renewable energy projects (giving for example priority to the re-use of previously developed land for renewable technology developments) but encourage renewable

energy resources where ever the potential resource exists and will be economically feasible.

When dealing with Planning Applications Officers should;

- Recognise that wider environmental and economic benefits of all proposals for renewable energy projects, whatever their scale, are material considerations that should be given significant weight in determining whether proposals should be granted planning permission.
- Deal with the visual effects of installations on a case by case basis according to the installation type location and the landscape setting using objective assessment
- Give careful consideration to the visual impact of projects, located in the green belt, and encourage developers to demonstrate that projects clearly outweigh any harm by reason of inappropriateness; including wider environmental benefits associated with increased production of energy from renewable sources.
- Only grant permissions for renewable energy projects in sites with nationally recognised designations where they demonstrate that the objectives of designation in an area will not be compromised, and that any significant adverse effects on the qualities for which the area has been designated are outweighed by the environmental, social and economic benefits.
- Consider if the renewable energy project would have an adverse effect on an internationally designated nature conservation site (Special Protection Areas, Special Areas of Conservation, RAMSAR Sites and World Heritage Sites), permission should only be granted where there is no better alternative solution and there are imperative reasons of overriding public interest, including those of a social or economic nature.
- Assess planning applications against specific criteria set out in regional spatial strategies and local development documents, ensuring that such criteria-based policies are consistent with, or reinforced by, policies in plans for assessing other issues for renewable energy applications.

When dealing with Planning Applications Officers should not;

- Use local landscape and local nature conservation designations in themselves to refuse planning permission for renewable energy developments.
- Reject planning applications simply because the level of output is small.

Further guidance on the framing of such policies, together with good practice examples of the development of on-site renewable energy generation, are included in the companion guide to PPS22.

Regional context

A Regional Energy Strategy for Yorkshire and the Humber is currently being drafted. The Regional Policy Statement setting renewable energy targets for

the region has been published (*see Appendix (X) consider Hyperlink for web based versions)*. The Regional Spatial Strategy incorporates an energy hierarchy highlighting the regions priorities, these are;

- Reducing the Need for Energy
- The Conservation of Energy
- The Generation of Energy from Renewable sources.

These priorities will need to be implemented through the development planning process.

Planning Policy Statement 22: Renewable Energy
States that the **Regional Spatial Strategy should include;**

- Set targets for renewable energy capacity in the region to be achieved by 2010 and by 2020. Targets should be expressed as the minimum amount of installed capacity for renewable energy in the region expressed in megawatts and possibly additionally in terms of the percentage of electricity consumed or supplied.
- Where appropriate, targets in regional spatial strategies may be disaggregated into sub regional targets, possibly giving a broad indication of how different technologies could contribute towards regional targets. Specific technologies should not be given fixed targets such that technological change may make new sources of renewable energy more applicable in the longer term.
- Monitoring of progress towards achieving targets and regular review and revision of targets upwards should be by regional planning bodies. The fact that a target has been reached should not be used as a reason for refusing planning permission for further renewable energy projects.
- Criteria based policies applicable across the region, or clearly identified sub-regional areas. These should be used to identify broad areas at regional/sub-regional level where development of particular types of renewable energy may be considered appropriate.

National Context

The UK has committed to reducing the 1990 level of CO_2 emissions by 20% by 2010 and 60% by 2050.

The Energy White Paper '*Our energy future – creating a low carbon economy'* reminds us that whilst our demands for primary energy are still increasing our levels of self reliance on coal, gas and oil are declining and by 2020 we could be dependent on imported energy for three quarters of our total primary energy needs. The paper also suggests that the best way of maintaining energy reliability will be through energy diversity. To help us avoid over-dependence on imports, the paper suggests that by 2020 there will be;

- Much more local and community generation from sustainable sources
- Increasingly stringent efficiency standards for buildings and electrical goods

- An increasing number of Zero CO_2 Standard homes and business premises.

In January 2005 national government[6] published its Low or Zero Carbon Energy Sources – Strategic Guide (Interim Publication), outlining the principal reliance will come to depend upon renewables sources and their performance levels.

The Utilities Act 2000 obliges electricity and gas suppliers to achieve energy efficiency improvements and for electricity suppliers to purchase a minimum 10% of their supplies from renewable sources.

Planning

Revisions to the Planning Policy Statement 22 on Renewable Energy (incorporated under the local and regional sections above) now make clear that the wider benefits of renewable energy developments are material considerations in the approval of planning permissions.

European Context

EU Directive on Energy Performance of Buildings: Directive 2002/91/EC of the European Parliament and Council, on the energy performance of buildings, came into force on 4 January 2003 and must be adopted into UK legislation by January 2006. It will greatly affect awareness of energy use in buildings. All new buildings must meet the minimum energy performance requirements. For those with a useful floor area over 1000 m2 governments must ensure that, before construction starts, formal consideration is given to the following alternative systems for heating:

- CHP
- district or block heating or cooling
- heat pumps
- decentralised energy supply based upon renewable energy.

Governments must ensure that, whenever an existing building with a total useful floor area of over 1000 m^2 undergoes major renovation, its energy performance is upgraded

International Context

By becoming a signatory nation of the 1997 Kyoto Protocol the UK has signed up to a legally binding target of reducing greenhouse gases as a whole by 12.5% by 2008-12. In line with the advice of the Intergovernmental Panel on Climate Change (IPCC) the UK must aim for a reduction of 60% in CO_2 emissions by 2050.

[6] Office of The Deputy Prime Minister

It will be impossible to achieve such targets without developer maximising the integration of energy from local renewable sources where ever possible**.** This might include solar space and water heating, solar electricity generation (photovoltaics), wind power, biomass fuel and other sources of energy.

Voluntary Standards

In addition to all the legislative standards there are also some voluntary standards that developers are increasingly choosing to meet. The Energy Efficiency Best Practice Programme offers a set of standards for sustainable homes, these include;

- **Zero CO_2 Standard**. When energy demand is reduced as far as possible and you have replaced as much fossil-fuel use as possible with renewable energy, you may be able to create a 'zero CO_2' development. This may be achieved by buying electricity on a 'green' tariff from a company supplying renewable energy. If you use any non-renewable energy - eg, gas for cooking, you will need your own renewable electricity-generation capacity large enough to export sufficient power to the grid in any year to compensate for the CO_2 emissions associated with importing non-renewable energy.
- **Zero Heating Standard**. If, in addition to the Zero CO_2 Standard, you can obtain all your heating from passive solar gains and internal gains from the occupants, then you will have achieved the higher 'zero heating 'standard.
- **Autonomous Standard**. If, in addition to the Zero Heating Standard, you can obtain all your services from on-site resources, then you will have achieved an 'autonomous' standard. A grid-linked electricity system can be used as long as it is a net exporter rather than user of power.

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LAND USE

Land Use (for (add date) *or* in (Local Authority name))

Subsection of the 'Land Use Chapter'. Introduction to the context national, regional and local, generally including paragraphs containing the following information;

Available land in the UK is scarce, and stress must be placed on delivering the majority of new development using brownfield sites, reclaimed contaminated land or sites with only the lowest proven ecological value. Land formerly developed and existing buildings requiring refurbishment are priority resources which must be used to restrict the loss of greenfield sites. Sustainable land management should distribute use and activity in a manner creating access and opportunities, for current and future generations without diminishing future natural resources.

Sustainable urban design offers a strong competitive advantage, improving development quality and mix, integrating open space and historic features, will draw people to live and work in an area. Increased vibrancy will generate better footfall and interaction and activity throughout the day and night acting as a natural deterant to crime and improving the sense of community ownership, safety and enjoyment. In turn property and land values will increase.

Brownfield sites are generally located in areas with good or reparable public transport infrastructure and encouraging mixed build development of such sites provides people with facilities for their full range of needs, such as leisure, work, shopping and living, whilst decreasing their need to travel.

Brownfield sites will often still have ecological and/or architectural value. This must not be underestimated as it will enhance the value of the future environment if carefully assessed and protected prior to development. The character of the area and its surroundings must inform approaches to the design and landscaping of developments and all development should incorporate well integrated open space encouraging walking, leisure and appreciation of the final built features.

As well as giving a context for the buildings and amenity space, green-space and landscaped areas provide refuge for wildlife, soak away areas for surface water and the opportunity to retain existing trees and hedgerows or build in such features. All new development should ensure no net negative impact on the cities wildlife and habitat resources.

Developers should carry out surveys identifying the ecological impacts of their proposals. Where adverse impacts are identified a detailed mitigation package should be submitted. Developers will also be encouraged to show how their proposals will improve the ecological value of a site particularly in respect of previously contaminated land. Developers should;

- seek to avoid adverse impacts on designated nature conservation sites;
- ensure there are no adverse impacts on species listed in the UK Biodiversity Action Plan.
- take measures to ensure existing wildlife features are retained and enhanced;
- avoid culverting and canalisation of watercourses, exploiting opportunities to re-open culverts, re-establish natural watercourses and maximise the wildlife value of these
- adopt landscaping and planting schemes incorporating native or natural vegetation types as far as possible

- enhance wildlife resources through habitat creation and the creation and improvement of links between other areas of habitat
- make provision for the long term management of nature conservation resources, considering this at the design stage.
- Avoid planting schemes reliant on high summer watering or the use of peat or artificially produced fertilizers. Schemes using composted materials and mulching being preferable.

Aiming to create attractive environments for the combined purposes of living and working contributes to the regeneration of areas and the benefit of the wider community including health. Generously planted well designed, safe and attractive external spaces complementing the local landscape will encourage healthier, outdoor lifestyles.

To reaffirm this objective street layouts where cars predominate and safety is an issue should be avoided. Overall the principal goal of new development should be to minimise the need to travel. Early site appraisal should provide basic information necessary to determine accessibility by walking, cycling, public transport and car.

Developments should ensure ease of movement for pedestrians and cyclists as a priority. The movement of pedestrians and cyclists on routes both within and beyond the immediate development should be considered. In developments incorporating greater family orientated residential schemes developers should take special care to plan safe routes to schools which may cover related off road cycling or pedestrian provision.

The aim of all new development should be to minimize traffic throughout, reducing speeds and avoiding opportunities for rat-running. Site layouts should be determined according to a hierarchy, with access and movement priority being given to pedestrians and cyclists first. Developers should consider the following pointers in terms of their proposals;

Pedestrians:

- provide convenient routes throughout the site, that are easy, safe and attractive to use
- avoid steep gradients and ensure that routes are accessible to disabled people, particularly wheelchair users
- avoid the creation of routes through dark alleys and provide lighting where appropriate
- provide clear signposting showing route destinations, link routes to local facilities, public transport nodes, open spaces and longer distance footpaths
- provide a generous number of well located pedestrian crossing points on busy sections of road, design to slow traffic speeds, improve safety and reduce noise
- provide a pleasant environment and microclimate through planting to provide shelter and orientation towards the sun, provide path-side seating at appropriate locations

Cyclists:

- segregate cycle lanes from the general traffic where cyclists safety may be reduced within the carriageway, separate tracks may be considered in larger developments, if they can rejoin the road network safely
- only consider joint pedestrian and cycle routes where separate facilities for cyclists within the carriageway are not feasible, as pedestrian safety must not be compromised

- provide direct, safe and attractive routes, ensuring routes are as continuous as possible, avoiding frequent route stoppage, diversions or confusion to motorists. Ensuring the safety of cyclists is paramount at major junctions which should be of cycle friendly design
- link routes within developments to the wider authority cycle network
- provide secure sheltered cycle parking close to, or inside buildings, encouraging future owner employers to provide high standard secure long stay cycle parking and appropriate changing and shower facilities

Public transport and service vehicles:

- design should incorporate potential to link with or extend bus services and other public transportation, effective access for essential service vehicles should be provided.
- route layouts should utilize the minimum possible space allowing safe access and egress for buses and service vehicles
- bus shelter facilities and timetable information, should be provided encouraging use of public transport
- where developments generate additional demand for transportation including the need for improvement or extension, a contribution towards improving public transport provision may be required.

Private vehicles:

- service roads to the development should be engineered to occupy minimal space and designed to reduce speeds which may be stipulated as 20mph or less, particularly at junctions and pedestrian/cycle crossings, ensuring the priority of benign travel choices
- provide traffic free areas wherever possible.
- The Local Planning Authority may encourage the development of car free residential areas in urban areas with good access to public transport, cycle and pedestrian routes served by a range of facilities, such as schools, shops and other amenities. In such circumstances owners/tenants will be required to agree that they will not own a car to ensure off site parking problems do not result.

When deciding upon the appropriateness of site location developers should also consider the following issues:

- the need to locate large traffic generating uses close to existing key transport hubs
- the potential for links to the existing transport network, especially public transport, pedestrian and cycle routes and the need to consult with relevant bodies
- Best practice use and enhancement of a site's strongest links with surrounding areas

The National Governments Planning Policy Framework encourages Local authorities to ensure that:

'Development which attracts a lot of people should be concentrated in or on the edge of existing towns or suburban centres, or be within areas which are or can be well served by public transport. Higher density housing should be encouraged within easy walking distance of these centres'.

Higher building densities (ie greater numbers of people or dwellings per unit of area) give the most efficient use of land. Within urban areas such densities potentially reduce the need to travel, by incorporating local shops, working spaces and community facilities and may thus encourage higher use of public over private transport.

The highest densities should be adjacent to designated city and town centre areas ensuring that the majority of people live as close as possible to existing public transport routes, shops and facilities. Minimum levels of density especially in respect of the residential aspect of developments may be specified by the Local Planning Authority and developers may wish to consult the authority prior to submission of plans.

The creation of high density mixed tenure and use development will generally only improve vitality and diversity reducing the need to travel where housing and tenure types are integrated sensitively and adequate provision is made for 'affordable housing'.

The City of York Council specifies that a minimum of 30% affordable housing should be achieved as a proportion of all development including dwelling space. Developers should show the considered creation of mixed communities in the variety of sizes and types of housing and other property integrated within site plans.

Mixes should clearly show how potential problems of disturbance and nuisance caused by neighbouring potentially conflicting uses (eg. residential and nightclubs) have been addressed in the layout.

Higher densities should achieve other objectives and planners and developers should show in new development how provision has been made;

- to ensure proposals incorporate high levels of onsite renewable energy sourcing and expand or develop community grid networking, and/or combined heat and power (CHP) (see also the Energy Chapter and Renewable Energy Chapter). Developments facilitating CHP and district heating schemes are those which:
  - have groups and densities reducing installation and transmission costs
  - are located close to the power/heat source
  - comprise a mix of uses (eg. housing, offices and leisure) which help balance demand for power/heat over a twenty four hour period throughout the year.

- for the incorporation of existing natural and historic features (see also Chapter ‘Buildings Durability Adaptability and Materials’) which give rise to a 'sense of place or identity'.
- to ensure the integrity and quality of natural water courses and tables are not compromised (see also Chapter Water) Sites which are at risk from flooding or where the development would result in the loss of natural conservation space should be avoided.
- to foster urban regeneration, whilst sustaining and enhancing the vitality and viability of existing centres, ensuring appropriate weight is given to each of the key aspects of sustainability: environmental, social and economic.
- to ensure back gardens are designed for maximum privacy and shared gardens to incorporate a garden room layout encouraging diversity of use where possible.
- to provide space for food growing and kitchen waste recycling.

Standards, Policy and Legislation

Subsection of the 'Land Use Chapter' introducing policy framework containing the following information;

Local Context

Sustainability Appraisals

Local Planning Authorities are now required to conduct Sustainability Appraisals of the authority area, in consultation with environmental bodies (the Countryside Agency, English Heritage, English Nature and the Environment Agency) community groups and other stakeholders. Sustainability Appraisals document the relationships between the bio-diversity, human health, economic wellbeing and the architectural and cultural value of the Local Authority area.

Using the findings of the Sustainability Appraisal, as a baseline to improve from, the Local Planning Authority will assess proposals for development to ensure they show due consideration for and a balanced appreciation of environmental, health and equalities impacts and economic and social wellbeing. This process, described as Impact Assessment, will be carried out prior to granting consent for all major and some small scale development or redevelopment.

The Sustainability Appraisal process ensures that all plans, programmes and strategic documents reconcile the maintenance and improvement of the physical (or natural) environment with increased social and economic wellbeing.

The Sustainability Appraisal process provides a decision evaluation tool for Regional Planning Bodies and Local Authorities to:

- Assess the quality and format of base line data, highlight gaps, and ensure data is presented using criteria which translates locally regionally and nationally for comparator purposes.
- Methodically measure likely future impacts or improvements of proposals; i.e. through cyclical review.
- Ensure that proposals and options do not negatively impact upon environmental wellbeing or the quality of life of people living in an area and provide a starting point for more detailed assessment of proposals through impact assessments.

This is obviously important in respect of land use and related planning documents such as Transport Plans, Local Development Framework Core Strategy.

This said, Local Authorities should ensure that the Sustainability Appraisal tool they create can be used as a generic tool for the assessment of all strategic documents to capture the synergies and reduce conflicts. Ensuring that corporate documents embed sustainability through assessment and review.

Sustainability Appraisals and Impact Assessments support Local Authorities to identify problems or potential problems, sensitivities or damage and adopt approaches to strategic intervention and future planning objectives which will offset, remedy or improve the situation.

In accordance with the national Planning Policy Statement framework and Local authorities must now mark some clear breaks from recent development patterns, evidencing in the process a more rigorous approach to sustainability it is the Local Planning Authorities duty to ensure;

- Proposals for new out of town shopping centres cannot be granted by Local Authorities, where such proposals are considered the decision will be dependant on the regional view of their impact and benefit.
- Urban sprawl prevention and protect and discourage development of greenfield sites.
- Maximised access to and enjoyment of the countryside fringing urban areas
- The promotion of the use of brownfield central sites as a priority.
- The redevelopment of, or even new development of centres in deprived areas with the purpose of improving both the economic and physical environment.
- That planning for the largest or primary centre within the authority does not detriment the provision of goods and services within smaller centres.
- That development where ever possible incorporates mixed-usage i.e. shops and primary fronts - including businesses and recreation facilities with residential dwellings.
- That development is of a higher density, where sensitivities to the historic or cultural environment allow, to minimise the buildings footprint whilst increasing usable floor space.
- That development proposals minimise car usage and incorporate considerations which fully use, extend or enhance public transport networks, and, safe walking or cycling provision.

Local Development Documents

At a local authority level the current mixed system of unitary development plans (in West Yorkshire and South Yorkshire) and the two tier system of structure and local plans (in North Yorkshire and the Humber Authorities) is being replaced by local development frameworks (LDFs).

Strategic documents are interpreted by local development documents offering more detailed policy advice. Local Development Framework Documents (LDFs) are the principal reference point for decisions on planning applications. Developers are strongly advised to contact the Local Planning Authority about the content of these.

Proposals are often referred to and/or discussed with one or more specialist statutory organisations that input to the planning process. An example would be the Environment Agency having an interest where a major drainage facility or a waste licence is required.

Supplementary Planning Guidance/Documents

In addition to Local Development Documents, Local Authorities will also produce supplementary planning documents (formerly guidance (SPG)) this may take the form of design guides, area or site development briefs or issue-based documents elaborating on policies (or proposals) in the local development documents.

Supplementary planning documents must be adhered to by developers and will indicate where design constraints and opportunities may occur. Some SPGs, may specify the types of contribution(s) expected from larger site developers, for

instance those towards open space, public transport provision, and environmental performance criteria.

Developers should seek advice from the Local Planning Authority (LPA) before starting any development, whether new or refurbishment. LPA officers will be able to support them in understanding how the system works and where planning permissions and/or building regulation approvals for proposals are required.

Developers should also be aware that under PPS6 Planning for Town centres Local Authorities are encouraged to use tools such as area action plans, compulsory purchase orders and, where considered appropriate, town centre strategies to address the transport, land assembly, crime prevention, planning and design issues associated with the growth and management of their centres.

Regional context

When the Planning and Compulsory Purchase Act 2004, went through Parliament it changed the current pattern of development plans giving focus to the planning system. At a regional level Regional Planning Guidance (RPG) will be replaced by a 'Regional Spatial Strategy' (RSS) which will have statutory backing.

The RSS replaces RPG as the region's planning framework. It sets out a regional framework that addressing the 'spatial' implications of broad issues like healthcare, education, crime, housing, investment, transport, the economy and environment. This is all about 'how much', 'how big' and 'where' in the region.

Consultation on the 'pre-draft RSS' began in January 2005, the 'pre-draft' stage set out options and ideas on what could be in the draft RSS when it is submitted to Government. The consultation exercise ended in April 2005 and drew together input from over 170 organisations/individuals and generated around 4,000 comments in total. A 'Pre Submission Consultation Statement', setting out the Regional Assembly for Yorkshire and the Humber's consultation in the RSS process is available on their website.

National Context

Section 39(2) of The Planning and Compulsory Purchase Act, makes sustainability appraisal a mandatory requirement, plans must be prepared "with a view to contributing to the achievement of sustainable development".

Developers must understand that the system is statutory, i.e. governed by legislation, and that decisions are steered by planning policies that filter to the local level from the national level.

Planning Policy Statements

The principal form of central government guidance which influences the planning system is a series of Planning Policy Statements (PPSs) issued by the Office of the Deputy Prime Minister (ODPM). These set out policy thinking on a broad range of topics, from housing and transport to renewable energy, and must be taken into account by local authorities and government agencies when they write their planning policies or consider development proposals.

Minerals and Waste: Developers should also be aware that there are specialised Minerals and Waste Local Plans which apply across the whole county.

Land remediation relief: Businesses may claim relief from corporation tax if they clean up contaminated land, in the UK acquired by the company to carry out its trade and contaminated at the time it was acquired either wholly or in part. The relief can total upto of 150 per cent of the clean-up cost. Land remediation tax relief should be claimed for in **tax returns** and companies making a loss because of spending money on cleaning up land may apply for a tax credit of 16 per cent. The relief is only available to companies, not to individuals or partnerships.

European Context

The EU Strategic Environmental Assessment Directive

The SEA Directive now incorporated into required national planning frameworks was created with the objective of providing a high level of protection for the environment and ensuring that environmental considerations are integrated into the preparation and adoption of plans and programmes with a view to promoting sustainable development. Environmental assessments are required under the terms of the directive on plans and programmes which are likely to have significant effects on the environment.

Waste

Waste (for (add date) *or* in (Local Authority name))

Subsection of the 'WasteChapter'. Introduction to the context national, regional and local, generally including paragraphs containing the following information;

Unchecked, development produces significant levels of waste during the stages of demolition, construction and the later activities of future occupants. National Government has set challenging targets for waste recovery and recycling to ensure the objectives of the European Landfill Directive are met and waste is managed sustainably. To underpin this, landfill tax has been created to rise annually and encourage a curb on waste management that does not benefit our future environment.

To maintain both environmental and economic sustainability our present approaches to waste must increasingly follow the three R's principal;

Reduce; choose materials and products that are not excessively packaged, buy only what we will consume and lobby manufacturers to package in sustainable materials that can be readily recycled.

Re-use; separate materials, which may still have a valuable life span for others or ourselves and store such reclaimed materials securely until they can be re-deployed. This may simply mean mending items we might otherwise dispose of or taking old clothes to charity stores. Or finding out who locally will overhaul computers, white goods – fridges, cookers etc – or tools before finding them a new home. See also Chapter 'Buildings Adaptability Durability and Materials' 'Sustainable Demolition' section.

Recycle; the majority of waste we produce can be recycled, vegetable matter will make good compost for gardens and parks, most glass can be readily melted down to produce new products and that which can't may be used as road aggregate. Paper can be converted into new card and paper products and even certain plastics can be reformed anew.

Three main areas should be considered when constructing or refurbishing developments for sustainable waste management.

- Create a pre-build waste management site and strategy for the separation and re-use of materials; see Chapter 'Buildings Adaptability Durability and Materials'
- Ensure after auditing reusable onsite materials that new materials bought in are minimised in favour of reclaimed materials.
- Ensure the layout and design of the development provides future occupants with good waste separation facilities, working with the Local Authority to determine what will be needed. Facilities for waste segregation and recycling should be designed so that they are safe and convenient to use for all potential occupants.

Considering sustainable waste management during construction and as part of the design process creates distinct advantages for the developer including:

- Reducing direct costs to the developer in terms of landfill tax and waste handling costs including transportation and labour
- Increasing profitability of the build by more thorough quantity surveying and sustainable local sourcing of reclaimed materials

- Meeting the demands of the green consumer market who may pay a premium for buildings that have been designed to 'green' specifications or reject those which have not.

How Waste can be Reduced throughout Construction

- Audit the site for reclamation of onsite materials and take a deconstruction rather than demolition approach to buildings which need to come down
- Establish a recycling and reuse waste segregation and build centre on the site to ensure all materials including reclaimed or recyclable materials are properly stored and handled to minimise damage
- Carry out a waste audit identifying waste by type and making proposals for dealing with those waste streams. The emphasis should be on recycling both on and off site
- Carefully set aside and protect topsoil for use later in landscaping
- Use prefabricated assemblies as waste can be reduced, re-used and recycled more easily under factory conditions
- Use materials such as FSC timber, avoid all PVC based products, choose natural floor coverings, recycled materials in building fabric, low VOC-paints, etc which will not cause a future hazard.
- Avoid the practice of over-ordering construction materials.
- Choose reclaimed materials where possible i.e. bricks and stone where possible, timber, ornamental features, glass etc.
- Minimise the need to buy in aggregates but crushing suitable re-useable damaged brick etc on site

Use the BRE SMARTWaste tool to monitor waste as it is generated at site so immediate qualified steps can be taken to reduce it. The SMARTWaste (Site Methodology to Audit, Reduce and Target Waste) system is a web-based, integrated, approach to evaluating waste and its generation. It can be applied to any waste generating activity, and is adapted for the construction, demolition, refurbishment, manufacturing and pharmaceutical industries. In addition to identifying cost savings, improvements to resource use and productivity, the system is designed to demonstrate continuous improvement through:

- waste benchmarking
- identifying key demolition products for reuse or recycling
- identifying key waste products for reduction, reuse and recycling
- sourcing local resource and waste management facilities
- sourcing local supplies of reclaimed and recycled building products.

It includes four core tools: SMARTStart: defining preliminary environmental performance indicators (EPIs) for waste generation on a site by site, and organisation basis
SMARTAudit (detailed audit): a robust and accurate mechanism benchmarking waste and categorising by source, type, amount, cause and cost.
SMARTStart+ (monitoring and target setting): an opportunity to measure performance of contractors; an essential requirement under best value and continual improvement.
BREMAP (resource exchange): a geographical information system (GIS) that allows firms to reduce their transport of bulky waste by locating the nearest most suitable waste management site.
Tailored Pre Demolition Audits are also available. The audit provides a list of key demolition products (KDP) that can be assessed using a reclamation valuation

survey and translated into embodied energy and hectares of rainforest as an indicator of environmental quantification.

Standards, Policy and Legislation

Subsection of the 'Waste Chapter' introducing policy framework containing the following information;

Local Context

This section should outline the Authorities approach to strategic waste management and recycling indicating how the authority intends to achieve compliance with the other standards included below.

It should also detail any arrangements the authority made or its policy stance in relation to;

- the development of Aggregate Recycling Facilities in appropriate locations
- the development and or creation of reclaimed buildings materials storage facilities
- Other recycling or re-use provision the authority either offers or supports in conjunction with partner organisations

Questions: Does the Authorities Local Plan include a policy relating to substitute materials? Does this policy enshrine the re-use of building materials from other developments where this is technically and economically feasible as a top level priority?
Has the Local Authority considered facilities for or entertained favourable agreements with suppliers regarding recycled materials storage and distribution?
National policy urges increased use of secondary or recycled aggregates, how dothe local planning policies reflect this?
Has the Local Authority developed a voluntary 'considerate and sustainable constructor's charter'?

Regional

A draft of the new Regional Spatial Strategy (RSS) 'PLANet Yorkshire and to National Government by the Yorkshire and Humber Assembly by the end of April 2005.

In July 2001 the Assembly commenced work on the Regional Waste Strategy and this was finally adopted in 2003. The challenges set out in the Regional Waste Strategy are significant – the region currently performs poorly in terms of many sustainable waste management indicators.

During 2001-02 significant effort was made to raise the profile of waste management issues in the region. Numerous sub-regional and local events were held with stakeholder groups, local authorities and the public. Presentations set out the extent of the challenges and a range of potential responses were debated.
The Assembly also established a Regional Waste Steering Group to prepare the draft Regional Waste Strategy. A land-use planning focused Regional Technical Advisory Body (RTAB) has been subsequently set up to advise the region on waste planning issues and offer technical advice on the implementation of the policies presented in RSS. The spatial/land use planning elements of the Regional Waste Strategy were subsequently included in the Selective Review of RPG.

The Regional Waste Strategy for Yorkshire and the Humber is expected to be based upon the following aims:

- Working towards zero growth in waste at the regional level by 2020;
- Reducing the amount of waste sent to landfill in accordance with the EU Landfill Directive;
- Exceeding government targets for recycling and composting, with the objective to bring all parts of the Region up to the levels of current best practice;

Planning Policy Statement 10 for Sustainable Waste Management indicates that Regional Planning Bodies should prepare and deliver waste planning strategies that:

- Help deliver sustainable development through driving waste management up the waste hierarchy, addressing waste as a resource and looking to disposal as the last option but one which must be adequately catered for;
- Enable sufficient and timely provision of waste management facilities to meet the needs of their communities;
- Help implement the national waste strategy, and supporting targets, and are consistent with obligations required under European legislation;
- Help secure the recovery or disposal of waste without endangering human health and without harming the environment and ensure waste is disposed of as near as possible to its place of production;
- Reflect the concerns and interests of local communities, the needs of waste collection authorities, waste disposal authorities and business and encourage competitiveness;
- Protect green belts but recognise the particular locational needs of some types of waste management and that the wider environmental and economic benefits of sustainable waste management are material considerations that should be given significant weight in determining whether proposals should be given planning permission
- Ensure the layout and design of new development supports sustainable waste management.

European and National

The EU Directive on Waste, Planning Policy Statement 10 for Sustainable Waste Management (PPS10), and the National Waste Strategy for England and Wales (2000) all promote a comprehensive approach to waste management:
Reduce the amount of waste produced;
Make the best us of the waste that is produced; and,
Choose waste management practices which minimise risks of immediate and future environmental pollution and harm to human health.

In 2002 an Aggregates Levy was introduced for primary aggregates, with the aim of encouraging the use of recycled material. In 1999 only 17% of the aggregates used by the construction industry were recycled. The aim is to increase this to 25% by 2006.

The Antisocial Behaviour Act (Nov 2003) highlights a number of problems including flytipping.

The Clean Neighbourhoods and Environment Act 2005 contains a range of measures to improve the quality of the local environment by giving Local Authorities

and the Environment Agency additional powers to deal with things such as fly-tipped waste and litter.

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Scrutiny Committee **24 July 2006**

Report of the Head of Civic, Democratic and Legal Services

SCRUTINY ANNUAL REPORT 2005/6

Summary

This report sets out the initial draft of the Annual Scrutiny Report for 2005/6 which constitutionally Scrutiny Management Committee is responsible for producing every year, as part of its performance reporting and monitoring function.

Background

1. Since the introduction of the Local Government Act 2000 which gave effect to the scrutiny function of local authorities, the Council has summarized its scrutiny performance through the publication of an Annual Report.

2. Constitutionally, full Council is required to approve the Annual Report.

Consultation

3. As usual, all Chairs of Scrutiny Boards, Committees etc during 2005/6 have been consulted on the content of the Annual Report and the vast majority have now provided the information for their forewords, which actually summarise all the scrutiny activity over the year.

Options

4. To consider the content and format of the draft Annual Report and approve the content to date in full or part.

Analysis

5. An initial draft is attached at Annex A to the report for preliminary views from Members. Presentational and format issues have not yet been finalized and once these and all the outstanding contributions from former Chairs have been received, the final

proposed version will be submitted for consideration to the September meeting of the Committee.

6. In future years, there is a possibility of reviewing the approach to the publication and presentation of the Annual Report, in terms of making it more predominantly led by scrutiny issues. In the meantime, the previous format is being followed to ensure the document is produced and ratified in time for the next Council meeting.

Corporate Priorities

7. Producing an Annual Scrutiny Report is in accordance with the Council's constitutional requirements and accords with the Council's overall priorities to improve and monitor its organizational efficiency.

Implications

8. Apart from a small financial cost to produce and print the Report, there are no other known implications as follows, at this stage:

- **Finance**
- **Human Resources (HR)**
- **Equalities**
- **Legal**
- **Crime and Disorder**
- **Property**

Risk Management

9. There are no known risk management implications associated with the preparatory work at this stage.

Recommendations

10. Members are asked to note the progress to date with the preparation of the Annual Report, approve the content as currently included and to receive the final proposed version in September, for submission to October Council.

11. **Reason:**
To enable the Annual Report to be published and constitutional requirements to be met.

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Chief Officer Responsible for the report:
Suzan Hemingway
Head of Civic, Democratic and Legal Services

Report Approved ✓ **Date** *14.07.06*

Specialist Implications Officer(s)
None

Wards Affected: **All** √

For further information please contact the author of the report

Background Papers
Annual Report 2004/5

Annexes
Draft Annual Report 2005/6

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CITY OF YORK COUNCIL

Scrutiny Annual Report 2005/2006

TO BE UPDATED FOR 05/06

Contents

ALL THIS INFORMATION REQUIRES UPDATING FOR 05/06

INTRODUCTION

This Annual Report summarises the work of the City of York Council's Scrutiny Boards and Panels over the past year, highlighting progress and key achievements. It also looks forward to activities over the coming year.

The Report will be presented to the next full meeting of Council by the Chair of the Scrutiny Management Committee.

June 2005

SCRUTINY MANAGEMENT COMMITTEE

Throughout the year the Scrutiny Management Committee (SMC) has met monthly to overview the work and workloads of the Scrutiny Boards.

Following a member-led review in 2003/04, new procedures and guidelines for scrutiny topics were introduced. This included a newly designed Topic Registration Form to encourage wider participation and the introduction of a scoping and feasibility stage involving officers prior to approval of scrutiny topics by the SMC. The implementation of these changes has been very successful for the latest batch of registered topics.

The review also included lengthy discussion on how the Council could be more effective in its scrutiny and this led to SMC making recommendations for the current constitutional review, which are aimed at continuing to develop the role of holding the Executive to account.

Through the year the boards have completed fourteen topics and published twelve reports. Most topics have focused on policy review and development.

In addition three Ad-hoc Panel scrutinies have been completed, with accompanying reports. Eleven topics are continuing into the next municipal year.

During the year we were notified by the Post Office that seven post offices were to be closed in the York area by November 2004. Unfortunately, due

to the current structure of the Council's constitution, SMC was unable to scrutinise the proposals, but as Chair I organised a public meeting to question representatives of the Post Office on their proposals. The meeting attracted many members of the public and received a significant amount of press and radio coverage but sadly did not result in a reprieve for any of the proposed closures.

This year has seen considerable progress made in improving the effectiveness of the scrutiny process and I am hopeful that the constitutional review will see members working together on more cross-cutting issues in the future.

Quality Control
During the year we have continued to monitor the implementation of recommendations made to, and accepted by, the Executive. Executive Members are invited to comment on progress to the SMC and Scrutiny Boards are encouraged to use the Executive Member and Advisory Panel process as a monitoring tool.

Some topics have been particularly successful at involving members of the public and we have continued to encourage the involvement of co-optees. We now have five co-optees attending on a regular basis, in addition to the statutory co-optees on the Education Scrutiny Board.

Training
With the support of Democratic Services we have organised three training sessions for members on questioning and chairing skills, facilitated by Mel Nixon of Aware UK.

We have held bi-annual Chairs, Vice Chairs and Assistant Directors meetings which have facilitated greater understanding of scrutiny and allowed members and officers to exchange ideas on best practice as well as being an ideal forum for networking.
We have developed a guide for people attending a scrutiny hearing and a feedback form to help us identify areas for improvement. We have also introduced a formal procedure for keeping those outside the Council informed of scrutiny outcomes and recommendations.

Media Coverage
We have received a significant amount of media coverage this year with several items, such as Housing Allocations, receiving a considerable amount of interest. Most of the coverage has been positive and we need to continue this in the future. We have also tried to actively encourage involvement in Scrutiny by using the press and radio to raise the public profile.

The Future
As you will see from this Annual Report, Scrutiny has had an extremely active and productive year. We are also beginning to feel the impact of previous reviews such as the Rivers scrutiny review which helped support a successful bid for funding from Yorkshire Forward.

We are now planning the work programme for 2005/06 which I have no doubt will prove to be another demanding but fruitful year.

Thanks
Finally I would like to take this opportunity to say thank you to my former Vice-Chair, Cllr David Wilde for his support over the last year and to all those members and officers of the City of York Council involved in the scrutiny process.

Cllr Madeleine A Kirk
Chair, Scrutiny Management Committee

SCRUTINY AD HOC PANELS

Inclusive Decision Making Scrutiny Panel

Awaiting text for 05/06

Cllr
Chair, Inclusive Decision Making Ad-Hoc Panel

Economic Development and Community Safety Board

This year has been spent on just one topic – Drug & Alcohol Anti Social Behaviour, a long title and what turned out to be a long investigation.

The topic was first suggested in June 2004 and adopted in August of that year despite its very obvious broad remit. The Board and Officers, have worked at this topic over an 18 month period which has seen other investigations and legislation overtaking us. However, due to the importance of this subject in making York a Safer and Cleaner City for all, it was important that we continued in order to make some recommendations that we hope will have a beneficial impact.

During our investigations we had assistance from many outside sources and these have helped us form a solid base for our recommendations rather than having to work on our instincts about what we felt was happening in the City. Listing them all would take too much space but their help and input is greatly appreciated, and this information is shown in the report.

Two items which did come up throughout our deliberations were felt to broaden the topic even further and it was decided that it would be wrong

to continue investigating these as it may dilute the purpose of the report and also that they could probably merit a Scrutiny Report in their own right. These were Domestic Violence, which is a major topic in itself and has been the source of many reports in the past. Our intention was to look at the effects of Drugs and Alcohol on these situations but it was difficult to obtain concrete evidence of a link and therefore better treated as a separate matter.

The second item related to a more moving story regarding the taking of drugs and followed the showing of a film by local film maker Kevin Curren, Catch Me When I Fall. This was a very moving piece and showed some of the problems faced by youngsters living in the suburbs of York who used drugs at an early age as a way of escaping boredom. Although this did not fit within our remit it gave an insight into the future and how the situation can worsen without early intervention. This topic is certainly something I felt warranted its own investigation. Kevin's passion for this subject shone through and he is already trying towork with various agencies to bring this to the front of people's minds to ensure that these sometimes forgotten children are not ignored. We all wish him well in his endeavours.

As I said earlier, we were sometimes overtaken by events and one of the biggest was the introduction of the Licensing Act 2003 which came into force in November last year. The initial results from the introduction of the Act were very positive with a reduction in city centre incidents by 20% in the first couple of months, which included the Christmas and New Year periods. We have asked for further updates to be presented when the first year's review has taken place.

Our initial recommendation to look at replacing the current City CCTV system, which had been in place for about 20 years was also part of a different review and it has now been agreed that a new 'state of the art' system will be implemented and funding has been found for this. One of the advantages of the new system is that it will be easier to add to as well as having better quality images. Several of the businesses that we interviewed expressed an interest in contributing to the system and our hope is that the expression of interest is translated into actions.

The report makes many recommendations which we feel will contribute to our aims for York and the level of co-operation shown by most organisations and individuals shows that this is a general wish for many others.

Our report last year into City Centre Retailing has been followed up and we were delighted that may of our findings were backed up by a team of consultants in the Roger Tym report which was produced to help guide the City and developers in future projects, the latest being the Castle/Piccadilly planning brief that was agreed by the Council's Planning Committee in March this year. We are still receiving further updates and are due to receive two more later in April relating to the City Centre Economy and progress on improving the City's toilet facilities.

Cllr Keith Hyman
Chair, Economic Development and Community Safety Scrutiny Board

Housing Scrutiny Board

The topic of Reducing CO2 Emissions from York's Public and Private Sector Housing was selected at the end of the 2004-05 municipal year but only kicked off in 05-06.

In scoping the topic it was concluded that it should concentrate on improving existing housing stock rather than new build. The new build element was covered under the P&T topic. The topic was further refined during the scoping exercise to principally concentrate on private dwellings as the Council's own stock had been subject to gradual improvement over a number of years.

The topic itself fitted in alongside the aforementioned P&T topic on sustainable development and also the E&S topic on energy use. All three topics having the support of the same scrutiny officer ensured a level of consistency and cross-board dialogue.

I write this as the former Chair of the Housing Scrutiny Board, having moved on to another position and as such I am not privy to the final reporting of the topic which is expected to take place soon.

Cllr Ceredig Jameison-Ball
Former Chair, Housing Scrutiny Board

Resources Scrutiny Board

In this year the Resources Scrutiny Board concluded and approved its final report on Sustainability and Social Responsibility in Procurement for inclusion in the corporate procurement strategy. This was an exciting topic which looked at the various competing interests in procurement ranging from the barriers preventing the voluntary sector and smaller enterprises for tendering for procurement contracts to promoting a wide-ranging ethical procurement policy.

After concluding that scrutiny report the Scrutiny Board fulfilled its obligations in relation to the breaches and waivers which has been reported to it. With the restructure of the Resources Department and the constitutional change this function has now passed to the newly created Audit and Governance Committee. In the report to the Scrutiny Management Committee in March 2005, I expressed the desirability of continuity between the two committees to maintain the knowledge gained by the Scrutiny Board in the future.

The Scrutiny Board received an update on the recommendations of its report on Property Management. The Scrutiny Board were pleased with the progress that had been made.

Finally, the Scrutiny concentrated on the budget process and local government finance in a fact finding education process.

I would like to thank Members and Officers for the hard work and support

they have shown throughout the year. Their commitment to the scrutiny process in all its facets can be shown no better than in the work of the Resources Scrutiny Board in 2005/06.

Cllr David Scott
Chair, Resources Scrutiny Board

Leisure and Heritage Scrutiny Board

During the year 2005/06 the Board concerned itself with the future of the City of York Archives.
The scope of the review was to make recommendations for:-

- How the City Archives can reach its full potential to deliver effective services to the widest possible community.
- How it can engage those currently least likely to benefit from our archival heritage: the non-specialist, community groups and students in school.
- The key factors to be taken account of in creating satisfactory accommodation for the historic material.

From the start of the Scrutiny it was decided that due to the urgency of the situation the Board should report its recommendations as quickly as was possible. Consequently, the scrutiny was intense with at least one specialist in the archives field addrssing the Board at each of its monthly meetings. These “expert witnesses” from as far afield as Hampshire and Chester, gave their views of best practice and wtha the City of York Archives might aspire to. At the end of June the Board held a public conference at which all interested parties were invited to contribute.

A number of Board members visited the North Yorkshire County Records Office at Northallerton to see their facilities and discuss records management. The Board also visited York University’s Borthwick Institute.

At the November meeting the Board drew up its recommendations which were presented to the Executive in January. The main thrust of the recommendations was that the City should find a partner in order to care for its collections and reach a broader audience as possible.

Cllr Chris Hogg
Chair, Leisure and Heritage Scrutiny Board

COMMERCIAL SERVICES SCRUTINY BOARD

AWAITING TEXT FROM CHAIR FOR 05/06

Cllr
Chair, Commercial Services Scrutiny Board

EDUCATION SCRUTINY BOARD

The Board has focused its attention in two key areas this year. Firstly in reviewing the progress of recommendations of the two earlier topics of Early Years Education and Post 16 Inclusion. Secondly the Board undertook the new topic of Extended Schools provision in York.

I feel it is important to undertake reviews of previous topics in order for the Board to learn from the process. It is key to understand the outcome of the work and that the recommendations of previous topics were practical and had made a difference to people and learning in the City.

A review of the progress of its recommendations made in the ***Early Years Education*** and the ***Post 16 Inclusion*** topics was undertaken, the Board had made recommendations for improvements in this vital area. I am pleased to report that great progress had been made on the recommendations and the Board were very satisfied with the outcomes.

During 2005/6 the majority of the Board's time was spent on the new ***Extended Schools*** topic. Extended schools are those that provide a wider range of services and activities, often beyond the traditional school day to help meet the needs of pupils, families and the community.

Extended schools are high on the agenda both nationally and across the City. There is an ever growing need for extended schools. York has set itself challenging targets to ensure every school is an extended school by 2010.

The topic had clear objectives on how well York is performing in the provision and if it is meeting the needs of the pupils, families and the community. It was carefully scoped to consider Primary schools because this was considered the most vital area in terms of need and was generally the school nearest to the communities.

The Board undertook a significant amount of evidence gathering from a wide range of sources including; officers reports and presentations, considering extended schools research papers, attendance of the York Extended Schools Conference and visiting seven different Primary schools including one from another Authority. It was a great pleasure to meet all those involved with extended schools.

At the end of the 2005/6 Municipal year, the Board was considering its draft recommendations as an example the Board are likely to recommend supporting the policy that all schools are extended schools by 2010 and that a local clustering approach be taken where appropriate. I would like to recognise that York has made great progress on extended schools to date and thank all those who have worked so well together.

I trust that the recommendations will help make a difference across the

City. I would finally like to give thanks to the people on the Board and those who helped with our evidence gathering for their commitment and hard work.

Cllr Glen Bradley
Chair, Education Scrutiny Board

ENVIRONMENT AND SUSTAINABILITY SCRUTINY BOARD

Awaiting text from Chair for 05/06

Cllr
Chair, Environment and Sustainability Scrutiny Board

PLANNING AND TRANSPORT SCRUTINY BOARD

Awaiting text for 05/06
Cllr
Chair, Planning and Transport Scrutiny Board

SOCIAL SERVICES AND HEALTH SCRUTINY BOARD

The year started with a scrutiny topic (Access to Services for Care Leavers) outstanding from the previous year. The final report and recommendations have since been agreed and presented to Executive.

The Board participated in the Healthcare Commission's new annual 'Health Check' reports for the NHS, Ambulance and Primary Care Trusts. As an introduction to the process, each Trust prepared a draft report in October last and discussed it with the Board before formally publishing it. To be able to comment on the draft report in this way was a useful exercise. The Board confirmed its earlier comments on the draft "health check" reports (with one minor change for the PCT report) when the final reports were submitted.

The Board has worked with the Centre for Public Scrutiny (CfPS) during the year and members have attended CfPS events. At one such event, the Chair and Scrutiny Officer were asked to give a presentation which described the way the draft Health Check reports had been dealt with in York.

The Board responded to consultations on the reconfiguration of the SHA, Ambulance and Primary Care Trusts (we joined with N Yorks and E Riding in our response to the Ambulance Trust proposals). As expected, the result was that there would be no change to

what had been proposed. The SHA and Ambulance Trust changes take effect from 1 July, while the PCT changes are effective from 1 October.

This year has seen the development of closer relationships with the PCT, Ambulance and Hospitals Trust; Members have visited the Ambulance Control Centre and the hospital. Progress has been made in developing links with the PPIFs and with voluntary sector organisations.

At the end of the year, the PCT was about to announce its financial recovery plan; the Board has considered this and has opened a dialogue involving the PCT and Hospitals Trust. Much has been said about the targets which the PCT will have to meet, but little about the content of the recovery plan proper. Some changed commissioning intentions have been signalled by the PCT but the impact and financial implications of these have yet to be assessed. Some very technical details of the plan (referral advice to GPs) have been given. The changes to provision which result from the recovery plan are likely to have a strong influence on any areas which are chosen for scrutiny.

|Under the new Constitution, the Health Scrutiny Committee will continue the work of the Board. There is a slightly changed emphasis in that its primary role is to scrutinise (NHS) health provision for York residents; the scrutiny of provision by Adult Social Services will take place as part of this.

Cllr Ian Cuthbertson
Chair
Social Services and Health Scrutiny Board

MEMBERSHIP OF SCRUTINY BOARDS 2005-2006

Scrutiny Management Committee

Chair	**Cllr Madeline Kirk**
Vice Chair	**Cllr Paul Blanchard**
	Cllr Glen Bradley
	Cllr Ian Cuthbertson
	Cllr Sandy Fraser
	Cllr Mark Hill
	Cllr Irene Waudby

Commercial Services Board

Chair	**Cllr David Livesly**
Vice Chair	**Cllr Irene Waudby**
	Cllr Bill Fairclough
	Cllr Alan Jones
	Cllr Ken King
	Cllr Martin Lancelott

Economic Development and Community Safety Scrutiny Board

Chair	**Cllr Keith Hyman**
Vice Chair	**Cllr David Wilde**
	Cllr Andy D'Agorne
	Cllr Tom Holvey
	Cllr David Merrett
	Cllr Jonathan Morley
	Cllr David Merrett
	Cllr C Vassie
	Cllr Richard Watson
Co-optee	**Mr Don Parlabean (Older People's Assembly)**

Education Scrutiny Board

Chair	**Cllr Glen Bradley**
Vice Chair	**Cllr Keith Aspden**
	Cllr Ian Cuthbertson
	Cllr Janet Hopton
	Cllr Viv Kind
	Cllr David Livesley
	Cllr David Scott
Co-optee	**Dr G M Clayton**
Co-optee	**Dr David Sellick**
Co-optee	**Miss C Duffy**

Environment and Sustainability Scrutiny Board

Chair	**Cllr Martin Lancelott**
Vice Chair	**Cllr Brian Watson**
	Cllr Andy D'Agorne
	Cllr Richard Moore
	Cllr Ruth Potter
	Cllr Christian Vassie
	Cllr Mark Waudby

Housing Scrutiny Board

Chair	**Cllr Ceredig Jamieson-Ball**
Vice Chair	**Cllr Bill Fairclough**
	Cllr Paul Blanchard
	Cllr Mark Hill
	Cllr David Horton
	Cllr Madeline Kirk
	Cllr David Livesley
Co-optees	**Mildred Grundy**
	Pat Holmes
	(Federation of Residents' Associations)

Leisure and Heritage Scrutiny Board

Chair	**Cllr Chris Hogg**
Vice Chair	**Cllr Tom Holvey**
	Cllr Martin Bartlett
	Cllr Dave Evans
	Cllr Alan Jones
	Cllr Madeleine Kirk

Planning and Transport Scrutiny Board

Chair	**Cllr Christian Vassie**
Vice Chair	**Cllr Derek Smallwood**
	Cllr Martin Bartlett
	Cllr Chris Hogg
	Cllr Ceredig Jamieson-Ball
	Cllr Tracy Simpson-Laing
Co-optee	**Don Parlabean (Older People's Assembly)**

Resources Portfolio Scrutiny Board

Chair	**Cllr David Scott**
Vice Chair	**Cllr Richard Moore**
	Cllr Glen Bradley
	Cllr Tom Holvey
	Cllr David Livelsey
	Cllr Janet Looker

Social Services and Health Scrutiny Board

Chair	**Cllr Ian Cuthbertson**
Vice Chair	**Cllr Martin Lancelot**
	Cllr Keith Aspden
	Cllr Sandy Fraser
	Cllr Janet Hopton
	Cllr Gil Nimmo
	Cllr David Wilde

REVIEWS COMPLETED AND REPORTS PUBLISHED
June 2005 – 25th May 2006

TITLE	SCRUTINY BOARD	DATE
Drugs Alcohol and Anti-Social behaviour	Economic Development and Community Safety	April 2006
Confidentiality and Transparency Ad-Hoc Panel	Economic Development and Community Safety	?
Scrutiny of Housing Allocations Systems	Housing Scrutiny Board	May 2005
The Cleaning of Gullies, Gutters, Footpaths and Back Lanes on Terraced Streets	Commercial Services Scrutiny Board	?
Recycling and Reuse	Commercial Services Scrutiny Board	?
Sustainable Energy in Council Buildings: Energy Use, the City of York Council and Display	Environment and Sustainability	July 2005
Take-Aways; Powers of Enforcement	Environment and Sustainability	?
Sustainable Energy in Council Buildings: Generating the Future	Environment and Sustainability	?
Planning Guidance for Sustainable Development	Planning and Transport	?
Allocation of Police Resources in York and N. Yorks	Economic Development and Community Safety	?
Sustainability and Social Responsibility in Procurement	Resources Scrutiny Board	July 2005
Putting Libraries at the Heart of the Community	Leisure and Heritage Scrutiny Board	November 2005
The Future of York City Archives	Leisure and Heritage Scrutiny Board	December 2005
Social Services Scrutiny Board	Services for Care Leavers in York	November 2005

SCRUTINY SERVICES TEAM

Scrutiny Manager	
Scrutiny Officers	**Ruth Sherratt** **Barbara Boyce**
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Scrutiny Committee **24 July 2006**

Report of the Head of Civic, Democratic and Legal Services

WORK PLANNING AND MONITORING FOR SCRUTINY REVIEWS

Summary

1. This report sets out an initial strategy for developing a work plan for scrutiny reviews with a twofold purpose as follows:
   (i) to enable topics to be assessed for feasibility against some agreed criteria; and
   (ii) monitor progress in relation to new, ongoing and completed reviews.

Background

2. Scrutiny Management Committee has been receiving a forward plan of its scheduled business for coming meetings for some time. However, there is a need to expand upon this to assist the Committee in its enhanced managerial, planning and performance monitoring role.

Consultation

3. Discussions have taken place internally within the Scrutiny team, and are continuing, with regard to the advantages of a more tailored work planning approach to the scrutiny function. The team is keen to move forward and establish this as a working practice to help it achieve its goals. The Chair and Vice-Chair have initially been consulted on developing this practice as a tool to enable Members to progress and monitor scrutiny effectively.

4. A network of scrutiny contacts in other Local Authorities has been contacted with a view to learning from any relevant or interesting practices elsewhere.

Options

5. Members views are being sought on the principles involved in developing this approach as outlined in the report .

Analysis

6. It is proposed to create a database to monitor the progress and status of new, ongoing and completed scrutiny reviews from their registration to the agreement of any final recommendations by the Executive. Work is underway to create a database to capture the following information:

New	Ongoing	Completed
Topic Registration No./date registered/by whom	Topic Registration No./date registered/by whom	Topic Registration No./date registered/by whom
Status of feasibility study	Review start date	Completion date (final report to SMC)
Resources required to undertake review	Stage of review (ie. Scope/fact finding/interim/final report)	Executive date
Decision on whether to proceed to review (or not)	Revised completion timescales (subject to SMC approval where necessary)	Outcome of Executive consideration
Estimated timescale for completion of review	Revised priority rating (if any – subject to SMC approval where necessary)	Actions for implementation & by whom
Review allocated to (name of body)		Target date for implementation of actions
Priority Rating		Known implementation arrangements
		Date for system review of above target date

It is planned for this work to be done during August.

7. The above database is a potential means of tracking and capturing information about the progress of scrutiny topics/reviews. It is envisaged that progress reports would be produced off the system and reported regularly to Scrutiny

Management Committee meetings to enable Members to track the information consistently.

8. In tandem with the preparation of the above proposed database, work is also underway on the preparation of some guidelines on drawing up a work programme for scrutiny to help Members in their decision making about scrutiny reviews. More information on this will be available at the September meeting of the Committee along the lines of some agreed eligibility criteria for proceeding with reviews which might be based around some of the following:

    - Where it fits (or doesn't fit) with corporate priorities
    - National/local/regional significance
    - Legislative requirements
    - Level of associated risk
    - Links to Best Value Performance Plan/Comprehensive Performance Assessment (CPA)
    - Availability of resources

    Having agreed a suitable set of eligibility criteria, Members could then theoretically use these to reject topics for review if a majority felt that proposed topics failed to meet a significant number of the criteria and were not otherwise a scrutiny priority, in the light of available resources.

9. In addition to setting some eligibility criteria to set consistent operational practices for proceeding with reviews, Members might then want to set a priority rating for proceeding with any agreed reviews.

Corporate Priorities

10. The aims in creating this twofold work planning approach fit with the Council's overall corporation priorities to improve its organizational efficiency.

Implications

11. There are no known implications in relation to the following at this stage of the preparatory work other than those relating to information technology. It is anticipated, at this stage, that skills already available within the Democratic Services team will be used to create the database.

    - **Finance**
    - **Human Resources (HR)**
    - **Equalities**
    - **Legal**
    - **Crime and Disorder**

- **Property**
- **Other**

Risk Management

12. There are no risk management implications associated with the preparatory work at this stage.

Recommendations

13. Members are asked to consider the proposals for creating a database and some work programme guidelines to help monitor and assess reviews for feasibility.

Reason:
To establish some agreed processes within which the scrutiny function can operate.

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Chief Officer Responsible for the report:
Suzan Hemingway
Head of Civic, Democratic and Legal Services

Report Approved ✓ **Date** *14.07.06*

Specialist Implications Officer(s)
None

Wards Affected: **All** √

For further information please contact the author of the report

Background Papers
None

Annexes
None

OSMC Forward Plan June 06

Date	Duration	Agenda item	Format	Notes
July 06				
	30 mins	Update Report on Progress relating to outstanding reviews (inc. draft final report on 'Guidance for sustainable development)	Report	Requested at May SMC
	15 mins	Annual Scrutiny Report – 1st draft	Report	
	30 mins	Education Scrutiny Committee – draft final report on Extended Schools Service in York	Report	
	20 mins	Developing a Scrutiny Work Programme and monitoring reviews	Report	
Aug 06	No Meeting			
Sept 06 (special meeting)	30 mins	To consider feasibility of 2 new registered topics	Reports	
Sept 06	20 mins	Review of recommendations of previous scrutiny reports?	Report	6 monthly report
	15 mins	Feasibility assessment from Gill Cooper on feasibility of Public Art Scrutiny topic	Presentation/report	Requested by June SMC
	15 mins	Feasibility assessment from Paul Thackray/George Carter on feasibility of highways procurement topic	Presentation/report	Requested by June SMC
	30 mins	Draft Final Report on 'Community Recycling & Re-Use in York (former Commerical Services topic)	Report	Requested by May SMC
	30 mins	Draft Final Report on Carbon Emissions	Report	Requested by May SMC

		from York's housing (former Housing scrutiny topic)		
Oct 06				
Nov 06				
Dec 06				
Jan 07				
Feb 07				
Mar 7	30 mins	Update on Public Access to Archaeology and Community Archaeology		Requested by former Leisure and Heritage Scrutiny Board