

**March 2008 PROCESS NOTE**

**RE:**

**General Information:** Tenant fit-out contract agreements; BREEAM International

**Process Information:** CSH online system

**Technical Information:** CSH POL 2 – NO<sub>x</sub> Calculator

This note is sent to the main contact in your organisation. Please ensure that this information is copied to all other EcoHomes/CSH/BREEAM assessors within your organisation.

The following contains important information and news regarding all of our BREEAM Schemes.

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## **General Information**

### **Speculative Developments**

For speculative developments when a building is assessed at shell-only stage, the information required to demonstrate compliance for certain credits (details of lighting or heating to be installed, for example) may not yet be available in order to carry out the BREEAM assessment.

Within Offices and Retail schemes, where units are to be let speculatively, we had previously advised that a commitment to include within the tenancy contract a requirement to fit out systems to a BREEAM-compliant specification would be sufficient to award these credits. We have been advised that this type of requirement within a tenancy agreement may be difficult to enforce in practice.

We are therefore issuing the following as new guidance for developments assessed as shell only:

- Where explicit communication from BRE has already been received relating to a given project, this will be honoured and should be referenced within the validation statement.
- For future assessments of speculative developments it will be necessary to assume a 'worst case' option for these credits. It is likely, therefore, that some credits will not be achievable in practice given current tenancy arrangements.

Where a fit-out contract is already in place and there is a requirement on the fit out contractor to install systems to a compliant specification, credits may be awarded on this basis. Information required to demonstrate compliance would be a copy of the signed fit-out contract and specification. A commitment to include this within the contract at a later stage would be insufficient for final/post construction certification. An agreed performance specification would be sufficient to demonstrate compliance, at the design stage only, where there is a commitment to award the contract on this basis.

### **BREEAM International**

We are receiving a large number of queries on International projects. In order that these are dealt with efficiently we have developed a FAQ document which provides an outline of our current approach to International projects. Please refer to this for guidance and if you have further queries then please contact us at [BREEAM@bre.co.uk](mailto:BREEAM@bre.co.uk).

## Process Information

### CSH On-line System

We expect our On-line registration and reporting system to go live on April 7<sup>th</sup>. More information will be sent to you in due course, but to help with enquiries relating to the system we will be opening a dedicated telephone line.

This number 0845 31 31 485, will be available from April 7<sup>th</sup>. It should only be used for matters specifically relating to the on-line system. For general or other technical queries about the Code or other BREEAM schemes please use the normal number (01923 664462),

## Technical Information

### CSH POL 2 – NO<sub>x</sub> Calculator

A new NO<sub>x</sub> averaging calculator has been developed for assessors to use under the Code for Sustainable Homes Pol 2 credit. The calculator allows NO<sub>x</sub> outputs to be averaged within individual dwellings, using the relevant figures from SAP output sheets, where more than one energy system is used for space heating and hot water. In cases where only one system supplies all the hot water and space heating energy then the tool is not required as the NO<sub>x</sub> figure or boiler class is all that is required to award credits.

The calculations are based on the methodology in Table 1 of Pol 2, which also incorporates solar hot water as a zero NO<sub>x</sub> source into the average. The tool also allows for the rule in regard to secondary space heating systems, whereby if they supply less than 8% of a dwelling's combined total space heating and hot water demand, they can be ignored.

The tool is now available on the BREEAM extranet in the Code for Sustainable Homes section with the other spreadsheet tools.

### EcoHomes – Ene 1

The DER should be used for the Ene1 credit evaluation within EcoHomes. This can be found on the Building Regulations Compliance Checklist, which will be generated for submission to Building Control alongside the full SAP worksheet.

The DER which appears on the Building Regulations Compliance Checklist uses standard assumptions about the various demands within the dwelling, including the installation of 30% low energy lighting as a benchmark in order to prevent the improvement of the dwelling's DER by the installation of 100% low energy lighting. The CO<sub>2</sub> emissions rate, as defined in the published SAP methodology, is the actual emissions rate of the dwelling described in the SAP worksheet and will include the demands from the full amount of low energy lighting installed in the dwelling.

### EcoHomes – Mat 1

The EcoHomes guidance states that you should use the Green Guide to Housing. If the element is not listed in the housing version, then in some circumstances you can use the commercial Green Guide to Specification.

The only circumstance when it would be appropriate to use the commercial Green Guide to Specification directly would be for upper floor constructions, where timber would not be appropriate for high rise buildings (over six storeys).

For ground floors, these are only listed in the housing Green Guide. For a larger building, if the ground floor is being used as a raft foundation or as part of the structural foundations, then it will be doing much more than the normal functional unit used for the Green Guide ground floor. It would therefore be appropriate to ignore the ground floor in these circumstances. Similarly, if the ground floor is being used for other purposes, e.g. retail or offices, then it will not need to be assessed.