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NON-DOMESTIC NEWS

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BREEAM Non domestic schemes manuals issue 3.0

BRE has released a new issue of the assessment manuals for the BREEAM Retail, Offices, Industrial, Courts, Healthcare and Prisons schemes.

This new issue includes the following changes and additions:

1. A change in approach to the assessment of shell and core developments for the retail, industrial and offices schemes. The main change is the use of Green Building Leases and Green building Guides as a form of evidence of compliance with BREEAM for speculative (tenanted) buildings. Further detail on this change is outlined below.
2. The inclusion of the Innovation section.
3. In the Healthcare scheme the acoustic criteria for issue Hea 13 has been updated to reflect the published version of HTM 08-01 *Acoustics*.
4. A number of minor additions and clarifications to the criteria and compliance notes. This includes and accounts for technical issue included in previous process note, published FAQs and feedback received from assessors via technical queries.

Each scheme manual contains a detailed list of the changes made in issue 3.0 in section 15 of the manuals. In addition to the above changes a number of presentational and layout changes have been made, including merging of the assessment criteria and compliance requirements sections for each assessment issue and the removal of the references section to a dedicated section in the rear of the manual. These presentational changes have reduced the size of each manual by approximately 50 pages!

To coincide with the release of issue 3 there is a new revision of the BREEAM spreadsheet tool (rev08). The main changes to the tool are to account for the new shell and core approach and the inclusion of a scoring box for innovation credits related to the use of BREEAM Accredited Professionals and/or BREEAM Suitably Qualified Assessors.

Issue 3 is valid from 1st May 2009. Assessors that have begun 2008 assessments using issues 1 and 2 may continue using those versions or they may, given the changes in issue 3, decide to switch to using the latest issue. Assessors must indicate on their certification report which issue they have used so that, if selected for a credit check or full audit at the certification stage, the BREEAM Certification team are aware and carry out the quality assurance check using the appropriate issue.

The new issue of the guidance (and the assessor's spreadsheet tool) is available via the extranet and will be publicly available via the BREEAM website.

Issue 3.0 of the Education scheme will be released to coincide with the completion of development of the higher education scheme.



BREEAM COMMERCIAL

Changes to the assessment of Shell and Core developments for BREEAM Industrial, Retail and Offices 2008 – Green Leases & Green Building Guide evidence

Following feedback and further consultation with industry BREG have changed the approach in which speculative developments can demonstrate compliance with BREEAM in the 2008 version.

Issues 1 and 2 of the 2008 version included the use of the 'maximum potential fitted out score' as a means of allowing speculative developers to highlight the potential BREEAM performance of the building, once the building was fully fitted in accordance with the relevant BREEAM issues.

In the release of issue 3 of the BREEAM 2008 manuals for BREEAM Offices, Industrial and Retail, BREG have introduced new forms of evidence that developers can use to demonstrate compliance with the BREEAM issues that are related to the tenant fit out specification.

BREG are encouraging the adoption of Green Leases or clauses within a standard tenancy agreement that strengthen the relationship between developers, building owners and tenants (see <http://www.lda.gov.uk/server.php?show=ConWebDoc.3154>). Where such formal documents exist and contain information that demonstrates the tenant will have to meet the BREEAM requirements, because this is a legal agreement, this will be an acceptable form of evidence of confirmation that BREEAM requirements will be met. Subsequently the full value of the available credits can be awarded where such evidence is used to demonstrate compliance with an issue.

BREEAM is also recognising the production of a Green Building Guide or similar document, produced by a developer or landlord, which provides the future tenant/s with helpful and practical advice on how they can uphold and achieve compliance with the BREEAM issues when carrying out their fit out design and works. The production and distribution of such a guide is deemed by BREEAM to demonstrate part compliance with a fit out related BREEAM issue and therefore 50% of the value of the available BREEAM credits can be awarded where evidence of the existence of such a guide is provided.

The full detail of this new approach, including how it affects compliance with BREEAM's minimum standards, is outlined in the Scope section of issue 3.0 of the relevant BREEAM 2008 assessor manual.

Any building that has been registered prior to the release of issue 3 of BREEAM 2008 can choose to either adopt this new approach or alternatively continue with the 'Maximum Potential Fully Fitted' score as detailed in issues 1 and 2 of BREEAM 2008. Assessment registered from 1st May onwards should use the approach detailed in issue 3.0.

BREEAM FAQs

Please note the BREEAM FAQ database (accessed via the home page of the Assessor's Extranet) is updated every month with new FAQ's. This months FAQ's include questions relating to the following BREEAM issues:

- ENE 8 – Lifts additional information added
- T 2 – Transport CO2
- HEA 3 – Glare Control
- ENE 1 – Reduction of CO2 emissions – additional information added
- HW 25 - Laboratory fume cupboards
- ENE 3 – Sub –metering o high energy loads and tenancy
- MAN 2 – Considerate constructors
- MAN 3 – Construction site impacts
- WAS 1 – Construction site waste management
- M 4 - Considerate constructors (2006)
- M 5 – Construction site impacts (2006)
- ENE 5 – Low zero carbon technologies
- ENE 12 – Swimming pools
- P 12 – Light
- E 4 - External lighting
- WAT 4 – Sanitary supply shut off
- General 2008



BREEAM International - Clarification on the purpose of Checklist A10

Following a number of queries received regarding the purpose of Checklist A10 and the amount of work involved in completing it, we wanted to clarify why this process has been put in place and how it is going to evolve in the future.

General principle

The BREEAM International approach is to recognise the local context and local conditions in each country whilst ensuring consistency and transparency between assessments in different locations. The BREEAM International, and in particular the BREEAM Europe, methodology is based on the assessment of criteria defined in one generic master manual. To allow for local context country specific appendices are also provided to indicate, where appropriate, local best practice standards that should be used to demonstrate compliance.

Where local standards do not exist, 'default' best practice standards that apply across Europe should be used. Those default best practice standards have been identified by BRE and are provided to all projects within the BREEAM guidance manual. For a number of countries in Europe, the country reference sheets have already been completed.

The BREEAM Europe methodology is currently being piloted by various projects across Europe. The purpose is to test the applicability of the criteria in each country in Europe during that year, and also to complete the country reference sheets where information is not yet provided. In terms of compiling the country reference sheets, the BREEAM International approach is based on knowledge sharing, where information is shared between projects in order to accelerate the process and develop a continuous learning curve. There may be two reasons why a country reference sheet is not yet complete:

- either because no projects have yet been assessed in the country,
- or because there are no appropriate local standards yet recognised under BREEAM.

Checklist A10 has to be undertaken for each international to ensure that the BREEAM guidance is totally relevant in the country of assessment. For instance where local/regional regulations apply, these will have to be researched in each region. We believe that Checklist A10 gives flexibility and transparency in the process by allowing design teams to have new standards approved and recognised under BREEAM as they are being published.

Completion of Checklist A10 and review and approval by BRE

A suitably qualified local consultant, employed by the client (as explained in the BREEAM documentation) will be able to provide all the necessary information to the assessor. The role of the BREEAM International assessor is to gain confirmation from the local consultant that the suggested local reference documents comply with the relevant part of Checklist A10. The assessor is not expected, or required, to read and compare the default standards with the local alternatives.

Relevant sections of the local documents stating the country specific best practice and a summary of the contents pages should be translated into English. This together with a completed Checklist A10 should be submitted to BRE for review as early as possible. Once reviewed, BRE will give the final approval before including the references of those documents in the appropriate country reference sheet, so that other projects can use the information.

Any documents submitted and their translations will not be made available to other projects.

Communication/Marketing for BREEAM International projects

We would like to re-emphasise that the first projects to be certified in each country may be used as a communication/marketing tool for BREEAM International (press releases, case studies, inclusion in awareness seminars/training courses etc) with the agreement of the developer. Their participation in the development of BREEAM International will be strongly highlighted.

CONTINUED



All projects registered under BREEAM International to be disclosed on the website

After discussions with developers, we have decided to disclose information on the projects currently being assessed under BREEAM International on the BREEAM website. We hope this will be beneficial to both our clients to increase their profile, and to assessors to inform new clients on existing projects in their country.

From the 1st May 2009, any project registered under BREEAM International will automatically be listed on our website as follows;

- Name of the development
- BREEAM scheme it is registered under
- Location
- Name of the developer
- Status of the certification

A clause will be added to the registration form confirming this.

Please note: If a project is subject to confidentiality requirements please inform us on the registration form in order to make sure that the project information is not disclosed on the website.

Feedback on the BREEAM Europe Schemes

As per our recent correspondence with all individuals who have attended the BREEAM International training, we would like to remind you of our request for feedback on the BREEAM Europe schemes. As you are aware, the end of the pilot year is nearing completion for the BREEAM Europe schemes. Over the next few months, we will be working on updating the BREEAM International schemes and training course with a view to completing the update and officially re-launch the schemes by the autumn. We will be addressing the feedback we have received to date, and examining how we can improve the BREEAM International schemes both operationally and technically.

25 projects have been registered so far and are currently piloted under the schemes. Feedback from trained international assessors over the past months has been key in our quest to make BREEAM Europe as appropriate and relevant as possible. However, we believe there is still a lot we can learn from your knowledge and experience; we are therefore putting in a final formal request for your feedback.

Any individual who has attended the BREEAM International training course is welcome to submit feedback; we are not limiting it to fully licensed BREEAM International assessors. This feedback can be on any issues you deem important; it could be feedback on technical issues within the scheme, information included in country reference sheets, process related issues, the layout of the manuals, or even the introduction of new initiatives. To aid you in this, we have uploaded a feedback form to the International assessor extranet and the international trainee assessor extranet.

For any issue raised within that feedback form, we would welcome suggestions of improvement, in order to help us make the schemes as relevant as possible in your countries. For instance, if you believe that the benchmarks for a particular issue are too high or too low, or that the method to assess one particular issue is not relevant in your country, please do not hesitate to suggest alternative benchmarks/approaches and to justify those suggestions.

We would request that you complete this form (and only this form) and return it to us no later than Friday 29th May at breeaminternational@bre.co.uk. After this date we will be collating all of your comments and suggestions. We will then organise a series of workshops during the summer to discuss them, and to further consult on the changes to be made. It is likely that each workshop will be focusing on issues relevant to key sub-areas of Europe (e.g. Scandinavia, Eastern Europe etc). If you or your colleagues would be interested in taking part in such workshops for some areas, please do not forget to mention it when returning your feedback form to us.

We will regularly inform you of our progress to this effect during the next few months via emails and process notes. Looking forward to hearing from you.



Code for Sustainable Homes

WALES: REGISTRATION DATES

The last working day to register a development for EcoHomes 2006 certification is 29th May 2009. From this date forward, all new build schemes in Wales will be registered under the Code for Sustainable Homes. There are however some exceptions to this rule which are as follows:

Contractual arrangements:

Where contractual arrangements are in place it will still be possible to register these schemes provided that documentary evidence of the contract conditions is provided. Any such contractual arrangement should predate the 29th May 2009 cut off for registrations to be accepted under EcoHomes 2006.

Planning conditions, such as Local Authority Section 106 agreements, or requirements from Local Development Frameworks, that specify assessment against EcoHomes 2006 will be treated differently. In such cases registration will be accepted against EcoHomes 2006 regardless of the date of consent.

Welsh Assembly Government:

Where agreement has been obtained from the Welsh Assembly Government specifying that grant funded developments can be assessed under EcoHomes 2006, documentary evidence of this agreement will be accepted for registration after the 29th May cut off.

If you have any further questions on registration, please contact the Code Service Provider.

Code for Sustainable Homes

April 2009 Update

In the last process note we stated that the April 2009 version of the Code for Sustainable Homes Technical Guide would be released in early April 2009 and would come into effect from 5th May 2009. However, at the time of writing the Technical Guide has not yet been released and therefore did not become live for registrations on this date. The actual date will be announced through a separate email.

Code for Sustainable Homes

April/October 2008

SUR 1 - Reduction of Surface Water Run-off from the Site

We regularly receive the question '*Should the allowance for climate change be added only to the post development runoff calculations, or should it be added to the pre-development calculations as well ?*'

When the engineer/consultant is producing the calculations for peak rate of run off and volume of run off, the allowance for climate change should be added to both the pre and post development runoff calculations.

It is acceptable to add the climate change allowance to the post development calculation *only*, however this is likely to make achieving the criteria on the site harder than if it were included in the pre development calculations also.



BREEAM Multi-residential

Following further review, BRE Global is pleased to inform assessors of the new process to become a BREEAM Multi-residential assessor and pre-qualification requirements.

The pre-qualification requirements to become a BREEAM Multi-residential assessor:

- Qualified in any of the Non-domestic schemes (Commercial: Retail/Offices/Industrial, Healthcare, Education, International or UK Bespoke) and,
- Qualified in any of the Domestic scheme (CSH or EcoHomes)

Once the above pre-qualifications are met, it is a requirement to apply for and hold a BREEAM Multi-residential licence before being able to register and assess Multi-residential projects. Please note that the first two Multi-residential projects will be subject to Full QA.

The current UK Bespoke licensed assessors, who also hold a Code/EcoHomes licence, may continue to register and assess Multi-residential projects until their UK Bespoke licence has expired, they will then be required to obtain a separate Multi-residential licence in order to continue assessing any BREEAM Multi-residential projects through to certification.

Code for Sustainable Homes QA Timescales

Currently the time period for QA and certification is longer than expected. This is due to the sudden increase in the numbers of assessments we are receiving. Assessments are taking between 2 days and 6 weeks depending on the level of QA allocated to them (post construction assessments will be prioritised). We now doubled the resources working in this area. We are therefore confident that this will improve the situation rapidly and will bring the period back to within the expected timescale of 2 weeks by the end of June.

Please factor these timescales in when submitting your information, particularly for your first 2 assessments which will require full audits. We would like to apologise for any inconvenience this causes.



BREEAM / Code for Sustainable Homes / EcoHomes

TRA 3 / ENE 8 / TRA 2 - Cycle Storage - Proprietary cycle storage systems

There are several proprietary (manufactured) bicycle storage systems on the market and we are often asked by assessors and the manufacturers of such systems if these comply with BREEAM/Code/EcoHomes requirements. Only in the context of the development can it be determined if a cycle storage system fully complies with the BREEAM/Code/EcoHomes requirements, and therefore it is the assessor who must determine compliance. The technical guidance does define layout, weatherproofing, security and space requirements for the adequate storage and access of bicycles.

Where a proprietary system is specified BREEAM/Code/EcoHomes will permit an element of flexibility with respect to the dimensions outlined in the relevant definitions of the technical guidance. The degree of flexibility is at the discretion of the assessor, but the cycle storage system must allow ease of access for the user to the storage place, each bicycle to be removed independently of other stored bicycles, protect the bicycles from rain, and where not contained within a solid structure, to allow cyclists to lock at least one wheel and the frame of their bicycles adequately to a secure fixing. If the assessor believes that a cycle storage system does not meet these basic objectives then they should not award the credit. Where awarding the credit for a proprietary system which satisfies these basic objectives but does not meet one or more of the space / access / weatherproofing / security requirements exactly in line with the requirements as set out in the technical guidance, the assessor must provide written justification for their decision to award the credit in these circumstances.

Domestic FAQs

We have updated the FAQs for Code, EcoHomes and BREEAM Multi-residential schemes this month. (Accessed via the home page of the assessors Extranet)

You will find new FAQs on the extranet for the following categories;

- Surface Water Run Off
- Waste
- Management
- Process questions relating to the Code, EcoHomes and BREEAM Multi-residential
- Health and Wellbeing Section of BREEAM Multi-residential

We now have a process in place to ensure that the FAQs are updated on a monthly basis so please remember to check the FAQs before submitting a technical query.

**New version of the Wat1 Calculator – BREEAM Office, Education (schools only) and Industrial schemes**

Please note that we have released a new version of the Wat 1 calculator (now rev01) via the extranet, as the previous version was not calculating effective flush volume of WCs correctly where multiple types of WCs were inserted.

Changes to BREEAM Bespoke

Please note that the BREEAM Bespoke calculator tools will no longer be issued as part of the Bespoke scoring spreadsheet. The calculator tools can now be downloaded from the BREEAM Extranet in line with the other BREEAM schemes.

BREEAM Data centres – new spreadsheet tool

A new version of the BREEAM Data centres assessment tool is now available for licensed BREEAM Bespoke assessors to download. The updated version of the tool now has the same format as the assessment tool used for the established BREEAM schemes (BREEAM Offices, Education, etc) and should provide greater simplicity in allocating credits awarded. The tool now also allows for more accurate award of credits for part new/part refurbishment developments and has introduced greater flexibility by now allowing the selection of the following credits as applicable to the development;

Wat 6 Irrigation systems

Wst 4 – Compactor / baler

As a result of this update the accompanying criteria appendix document has also been updated. This is mainly a formatting change. The assessment criteria has not been added to/changed significantly. Any changes are detailed in the criteria appendix sheet

BREEAM SCHEMES**ENE 8 – Lifts**

Further to previous correspondence from BRE that all disabled lifts need to be assessed, we have revisited this issue and we are now able to advise the following:

If the building contains a simple platform/wheelchair lift or an electronic ramp then it can be excluded from the assessment of Ene 8. If the lift forms an integral part of the building i.e. there is a lift shaft then it must be assessed. Please see the BREEAM FAQ database (accessed via the home page of the Assessor's Extranet) for updates/clarifications on this and other BREEAM issues.



Green Guide Floor Finishes

We are pleased to inform assessors that generic ratings for floor finishes have now been published and are live on the Green Guide Online website.

Ratings for floor finishes are available for each of the following building sectors:

- Offices
- Domestic (Multi-residential)
- Healthcare
- Education (Schools & Further Education)
- Retail
- Courts

Greenbooklive listing of Assessor Organisations – Post Code Search improvements

Currently the Greenbooklive post code search facility for listings of BREEAM and Code for Sustainable Homes assessors only returns the address details of the main office for the licensed organisation.

From the end of May, the postcode search facility is being extended to include additional offices of a licensed organisation in locations as well as the main office. e.g if you have offices in Leeds and Coventry, a search covering the Leeds area will return details of the Leeds office, a search of the Coventry area will return details of the Coventry office, neither search would return both addresses)

If your organisation has additional offices that you would like to have listed on Greenbooklive please complete the attached form, giving the address details of additional offices, and return this by e-mail to the BREEAM office.

The listing of main offices of licensed organisations on Greenbooklive is included as part of the licence fee, however to cover the costs for administration and maintenance of listing additional offices there will be an extra charge of £50 per additional office. This charge will be included from the date of your next licence renewal following 1 September 2009.

Updated BREEAM Innovation Application form

Please note that an updated BREEAM Innovation Application form (BF1033-0) has been added to the Assessor's Extranet. Can all assessors please download and use this latest version of the form for submitting BREEAM Innovation credit applications.



BREEAM Higher Education

As announced in the previous process note, BRE Global is currently finalising development of a BREEAM version for the Higher Education sector on behalf of the UK Higher Education funding councils and the Association of University Directors of Estates (AUDE). This new version is due to be launched in July 2009.

Up until one month before the launch of the scheme, assessors have the choice to register Higher Education buildings under BREEAM Bespoke or to wait until the launch of the new Higher Education scheme. In the meantime, in order to offer the best informed advice to clients, outlined below is a description of the main technical additions to, and specific characteristics of the Higher Education scheme (and therefore differences between the H.E and Bespoke schemes):

- **Laboratories**
 - Up to 7 credits will be available for laboratories and other containment devices/areas. There will be up to five credits available in the Energy section, one in the Health and Wellbeing section and one in the Management section.
 - The five Energy credits compensate for the typically poor EPC rating obtained using NCM calculator tools (which are not flexible enough to accommodate the fine differences between different HE labs); they will be awarded on the basis of specification of HVAC / fume cupboard air flow reducing strategies; free cooling; heat / cooling recovery; design integration; right-sizing and modularity measures.
 - The Health and Wellbeing credit will be based on compliance with BS EN 14175.
 - The Management credit will be based on the production of a simple Laboratory User Guide.
 - A filtering system will ensure the credits related to laboratories are selected where these type of facilities are present in the assessed development.
- **Campus-wide approach**
 - Conformity to issues such as Shared Facilities, Recyclable Waste, Cycling Facilities, etc. will be demonstrated through compliant common campus facilities as well as building specific facilities.
- **Transport**
 - Public Transport: Campus-wide facilities and distances will be taken into account when assessing existing and new campus developments (rather than basing compliance purely on a single building level).
 - Public transport: campuses with student accommodation on site will have more appropriate benchmark targets, accounting for a large number of building users being based on campus.
- **Confidentiality**
 - A filtering system will be applied to buildings that are sensitive in terms of operational use and/or security, so that certain issues will not be applicable, e.g. Publication of building information.



Recommended Reading

In January's Process Note, details on how licensed BREEAM/Code/EcoHomes assessors can subscribe to BRE Connect at a discounted rate were publicised. Assessors can now gain access to over 1600 BRE Publications (these can be downloaded and saved) for an annual fee of £150 + VAT (normal annual subscription rate is £349 + VAT). For more information or to register call IHS today on 01344 328038, quoting order code **IHS BRE2008**.

As part of this promotion, we will be running a regular feature to recommend BRE publications the BREEAM team feel would be most useful for assessors.

This month's recommended reading:

Title:	<i>Lessons learned from the Barratt green house. Delivering a zero carbon home using innovative concrete systems.</i> (copy and paste this into the BRE Connect search bar to download)
Author(s):	Gavin Hodgson
Year of publication:	2009
Series/doc. No.	IP 3 /09
Abstract:	Discusses how zero CO2 emissions were achieved through the adoption of innovative low carbon and renewable energy technologies, particularly in relation to concrete products in the building fabric, while addressing the challenge of delivering housing to zero carbon standards. Reflect on conclusions reached.