Version 3 b - Oct. 2003 Checklist Guidance Note 1

Brent Sustainable Development Checklist

Sustainable development is often-talked about, but can be harder to appraise in practice. This Checklist is a practical way of testing the sustainability of proposals, by assessing them against key sustainability objectives and criteria, which aim to ascertain a proposal's positive or negative effects. It is based on the idea that a sustainable design approach, embraces the 11 basic principles outlined in the introduction to SPG19 (See page 2). Relevant planning policies in the UDP are listed within each section for reference.

You should complete this checklist if your proposal meets or exceeds these thresholds; tall building (25m), 1000 sq.m. floorspace, 10 residential units, housing/education or health schemes in Air Quality Management Areas (AQMA), and/or demolition of the above sizes/scales of development.

What is Sustainable Development?

Sustainable development is about achieving environmental, social and economic objectives in a balanced way that can be enjoyed by everyone, now, and in the long-term future.

This checklist has these benefits:

- 1. It makes applicants (and officers) more aware of what sustainable development means and the sorts of proposals they should submit or seek, to deliver locally.
- 2. It allows the likely effects of proposals to be identified and potentially improved.
- 3. It integrates environmental and socio-economic factors of sustainability. Schemes that have multiple benefits on all these aspects will score best.
- 4. It provides a 'level playing field' will be used on all schemes at, or above, the SPG19 threhold.

This form can aid you in making your own pre-application assessments and design decisions.

SELF-ASSESSMENT - PLEASE COMPLETE THIS CHECKLIST FORM AND SUBMIT WITH YOUR PLANNING APPLICATION. YOUR CASE OFFICER WILL CHECK IT, AND MAY ASK FOR EVIDENCE TO VALIDATE YOUR SCHEME'S RATING.

How The Checklist Works

THE INTERATIVE ELECTRONIC VERSION OF THE CHECKLIST SIMPLIFIES THE CALCULATIONS Simply click on the relevant tick boxes to complete the form. Your score for each section will be shown in the subtotals (indicating particular strengths & weaknesses) and your final score and percentage (indicating overall level of sustainability) are at the end of the checklist. You can print a copy of the completed form or email it to your case officer.

IF COMPLETING IT MANUALLY: Add points for all ticked boxes into sub-totals, then add subtotals into a grand total. Divide the result by 10 to give your proposal's final percentage.

PERCENTAGE	RATING/EFFECT	SIGNIFICANCE	ACTION(S)
+75 to +100	***Excellent	Makes a major contribution towards achieving sustainable development in Brent	Will facilitate determination of application. Sustainable Design Awards (SDA) Nomination
+50 to +74	★ *Very Positive	Helps to significantly improve the Borough's stock of sustainable developments	Will facilitate determination of application. Top scorers >70 nominated for SDA
+25 to +49	★Fairly Positive	Some weak aspects - marginal contribution to sustainability	Will facilitate discussion/negotiation Strengthen weak aspects
+1 to +24	Fairly Detrimental	Significant deficiencies in sustainability	Identify appropriate improvement measures, or
0 to -49	® Very Detrimental	Substantial deficiencies in sustainability	Provide an ISA (Independent Sustainability Assessment), or
-50 to -100	§ § Unacceptable	Does not comply with UDP Policy & SPG19	Could hamper/delay the determination of application



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ONC						
Property Name (if relevant):			Date:			
Address (incl. postcode):						
Type of Proposal (Use):	Housing Retail (e.g. shops) Mixed (combination) (describe:	Retail (e.g. shops)				
Scale of Development:	Residential (No of units) Other	(Floorspace)	sq.m		
Type of Application:	Outline Full	_	Reserved Ma Demolition	itters		
Please Note: Items marked (an independent post-constru		-			_	
1 LAND & BUILDING REUSE				Applicant	Points	Off
1.1 Reuse of Land - UDP Policies S	TR3, BE12 (h) & EP6			Tick one		Cor
a) The proposal improves/rejuvena b) The proposal is on contaminated			I he taken to		10	If N
ensure its decontamination; or c) The proposal involves the loss o replacement (i.e. some on-site p	f green space such as playing	g fields or allotments, with	out adequate		20 -35	
and /or S106 monies).	Tovision, and/or elsewhere in	the borough on a like for	inc basis,		-33	
		Land Reuse	SUB-TOTAL	0	20 max	
1.2 Re-Use Of Existing Buildings -	UDP Policy BE12(c)			Tick if		
a) Planning officers have been con-	sulted on any historic building	rs that may be affected (e	ven if not	relevant		
listed) and these will be retained	-					
b) The proposal will re-use an exist	ing vacant or occupied building				15	
d) There are no existing buildings of					0	
e) Some existing buildings of goodf) All existing buildings of good qual		uality on the site are to be demolished; or			-10 20	
1) All existing buildings of good qua	anty on the site are to be dem	Building Reuse	CLID TOTAL	0	-30 40 max	
2 SITE LOCATION & PUBLIC TR	ANSDODT ACCESSIBILITY	·	SUB-TUTAL		40 IIIax	
2.1 Is the Site Accessible by Publi				Tick one		
a) The proposal is located at/within	•		ange or		40	
b) The proposal is within easy walk			-		40 20	
c) The proposal is within easy walk	, ,	•	iu, oi		15	
d) The proposal is 400-500m from a					10	
e) The proposal is 500-600m from					5	
f) The proposal is over 800m from					-45	
	_	Site PTA	SUB-TOTAL	0	40 max	
2.2 Does the Proposal Increase A	ccess to Public Transport?			Tick one		
a) The proposal allows for a substate of a new station, bus lane or bus		ansport facilities, such as	the creation		25	
b) The proposal makes significant S					15	
c) The nature of the proposal is such		affected, or cannot be rea	sonably		0	
improved, e.g. house conversiond) The proposal reduces the potent potential route.		olic transport facilities e.g.	it will block a		-10	
e) The proposal has a detrimental a	affect on public transport, e.g.	relocation of a bus stop t	o a poorer		-15	
position. f) The proposal reduces public tran	nsport facilities, e.g. closure o	of station.			-25	

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Effect on Site PTA SUB-TOTAL

25 max



	Applicant	Points	Officer
2.3 Does The Proposal Reduce Car Journeys & Traffic Levels? - Policy STR5	Tick if		Correct?
a) The development will notively promote a reduction in the year of core on existing read not year.	relevant		If Not ✓
 a) The development will actively promote a reduction in the use of cars on existing road networks, through restricted parking spaces (significantly less than maximum parking standards); and/or 		20	
b) The development will clearly encourage alternative access to the car (e.g. through a high quality			
Travel Plan/Green Commuter Plan or Community Car-sharing facilities e.g. Car Clubs)* and/or		10	
c) The development provides traffic calming measures on land outside the development site; and/or		_	
		5	
d) The development meets maximum car parking standards or will have no effect on car parking or movement, e.g. landscaping schemes, and/or		0	
e) The development provides a new all-traffic road within its boundaries; and/or		-5	
f) The development will result in an intensification of use of cars on existing road networks; and/or		-15	
g) The development will result in an increase in levels of traffic congestion on heavily trafficked roads		-20	
Effect on Car Use/Journeys SUB-TOTAL	0	35 max	0
2.4 Does The Proposal Improve Facilities For Pedestrians & Cyclists? - Policy STR5 & BE5	Tick if		
Overline the development has been idea.	relevant		
Cycling - the development has/provides: a) A new cycle route or crossing, on or off site; and/or		15	
b) Improvements and/or upgrading to existing route(s); or		10	
c) Secure cycle stands & other on-site provision - e.g. showers / lockers; or		5	
d) Potential to provide improvements but does not do so; or		-15	
e) Adversely affects current cycle facilities (e.g. blocks a direct route for cyclists)		-25	
Malling the development has hell result in			
Walking -the development has/will result in: a) A new, attractive/accessible pedestrian route as integral part of the design; and/or		15	
b) Improvements and/or upgrading to existing route(s); or		10	H
c) Potential to provide improvements but does not do so; or		-15	
d) Deletion of existing route and/or creation of longer/less accessible route		-25	
Effect on Walking & Cycling SUB-TOTAL	0	55 max	0
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	Applicant Tick if		
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4 DESIGN OF DEVELOPMENT	Applicant	Points	Officer
4.1 Energy Conservation - Policy STR13, BE12(a)	Tick if relevant		Correct? If Not ✓
 a) The orientation of the building(s) makes maximum use of natural resources such as daylight and sunlight. 		15	
 b) The design includes an atrium/conservatory/sunspace, etc. insulated from the main building for thermal buffering. 		10	
c) There is no change to the building structure, or no buildings are involved.		0	
4.2 Energy Efficiency - Policy BE12(a)			
e) The development is CO2-neutral (achieves zero-emissions*), or		30	
f) A Carbon index, U-value or SAP rating will be achieved, which is above the minimum for the		15	
Building Regulations*and/or g) Uses Community/District heating - incl. Combined Heat and Power (CHP)*; or		10	
h) Does not include CHP or other measures (e.g. building energy management system) though feasible		-15	
4.3 Ventilation & Lighting - Policy BE12(a)			
i) The proposal uses only natural/passive ventilation/passive cooling; or		5	
j) The proposal includes a passive, wind-driven ventilation and heat recovery system*; or		15	
 j) Mechanical ventilation will be used, but heat recovery will be specified*, or k) Mechanical ventilation is used, but there will be no heat recovery. 		-5 -45	
I) Localised lighting with user controls & low energy fittings are to be specified*		-45 10	
		10	
4.4 Renewable Technology - Policy BE12(a) & EP14			
m) Specifies use of renewable energy sources on site* (e.g. PhotoVoltaics [PV] and/or Solar hot water		30	
panels, Wind turbines, Biomass, and/or Anaerobic waste digestion); or		40	
n) Provides a proportion (≥10%) of energy demand from other renewable sources (e.g. green tariffs)*; c		10	
O) Does not provide any of its energy demand from renewable sources though feasible. Energy Use SUB-TOTAL	0	-15	0
4.5 Water Conservation & Recycling - Policy EP11	Tick if	120 max	U
The Mater Consolitation a Mosyoling 1 only 21 11	relevant		
a) A water meter is to be installed into each unit*		10	
b) A water-leak detection system will be installed*		5	
c) Maximum re-use of all rainwater water run-off e.g. for toilets and/or grey water is reused on site; or		15	
d) Limited rainwater run-off use e.g. garden water butts or limited re-use of "grey water" within site;		10	
e) Water-saving appliances will be specified* (e.g. waterless urinals, low-flush/ composting toilets)		10	
f) There are no proposals to conserve or re-use water		-35	
Water Use SUB-TOTAL	0	40 max	0
4.6 Space & Roof Design - Policy BE12(a)	Tick if relevant		
a) The proposal is designed to facilitate flexible external space;		5	
b) Internal spaces designed for adaptability (e.g. demountable partitions);		5	
c) Utilises roofspace/the roof structure is designed for adaptability (e.g. roofspace expansion);		5	
d) The existing flat roofs are replaced with pitched roofs;		5	
e) There are no changes to the buildings or roofsf) An intensive Green or 'Turf' roof (i.e. accessible for recreation) is an integral part of the development		0 30	
Space & Roof Design SUB-TOTAL	0	50 max	0
4.7 Landscape/Expternal Works - Policies STR14 &15, BE6, EP12 & 13	Tick if relevant		
a) The layout improves or maintains public access to open spaces, wildlife areas, etc;		10	
b) The design maintains/enhances the quality and experience of open space or the public realm/street;		10	
c) Increases the number of trees in an area of low tree coverage;		10	
d) Specifies mainly native species for planted areas (with/without benign exotics);		10	
 e) The layout is designed to minimise road lengths & use of tarmac/ concrete hard surfaces which increase water run-off; and/or 		10	
f) Uses permeable paving materials/sustainable urban drainage (where ground conditions allow); &/or		10	
g) Sustainable amenity use of stormwater storage system (e.g. pond/fountain)*;		10	
h) Does not have any of the above features.		-75	
Landscape Design SUB-TOTAL	0	70 max	0

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4 0	Motorials II	se* - Policy STR13-14 8	DE12(a)				
4.0			• •	<i>.</i>)		0	
	No materials are required (e.g. change or intensification of use)						
			rved matters stage) are w es in Appendix II for alteri				
		20	15	5	-25		
Stru	cture (Tick if rel	evant)				Points	Officer
a)	Structural frame if not used, see b)	FSC durable Timber	Reclaimed structural steel	Recycled Conc. aggregate (RCA)	Primary steel, Non FSC timber, concrete with primary aggregate		new score if disagree
						0	
Exte	rnal Wall skir	(Tick if relevant)					
b)	Loadbearing/ Masonry	Recycled brick & lime mortar, clay honeycomb block, FSC timber block	New brick & lime mortar	New/brick & cement mortar	Solid con. with primary aggregate		
						0	
c)	Cladding	FSC Timber weatherboard,	Sustainable ply, reclaimed stone	Recycled profiled steel /aluminium	Non-FSC wood, Composite steel/alumin.		
						0	
d)	Window Frames	FSC durable Timber	Untreated softwood	Aluminium, recycled PVC	PVC, Non-FSC tropical timber		
						0	
Floo	rs (Tick if rele	evant)					
e)	Ground	FSC Timber / hollow ceramic	Hollow RCA concrete	Solid RCA concrete	Solid concrete with primary aggregate		
		П		П		0	
f)	Balconies	FSC durable timber	Section steel,	Prefab RCA concrete	Concrete with primary aggregate	0	
D		- (=:)				0	
	Flat roof	1	EDDM about modified	Recycled PVC,	DVC Stool with organia		
g)	covering	Green(sedum)/turf	EPDM sheet, modified bitumen, natural rubber	bitumen, stainless steel, aluminium/ copper/zinc	PVC, Steel with organic coating (PVC/PVF), Lead sheet		
						0	
h)	Pitched roof covering	Green/turf, FSC shingle, reclaimed tile/slate, reed	Natural slates, Clay/concrete tiles	Fibre cement/ bitumen slate, copper	Zinc with PVC coating, Asbestos fibre cement	- U	
						0	
Land	dscaping (Tick	if relevant)					
i)	Semi/Hard paving	Recycled aggregate slabs	Concrete slabs, Turf	Brick, concrete block, granite setts	Asphalt/ In-situ concrete, Gravel		
						0	
j)	Separation/ Screening	Hedges	Woven wood waste, FSC & conc. foot	Masonry, recycled PVC steel railing	Non-FSC timber		
		<u> </u>	·			0	
k)	Bin/recycling stores	FSC Durable timber	Softwood on conc.	Masonry, recycled PVC, prefab conc.	Non-FSC Timber	<u> </u>	
						0	
			(Total S	core for Each Element	a-k) Materials SUB-TOTAL	0	0
Kev:	(+20) Most Envir	onmentally Sound. (+15) Er	vironmentally Sound. (+5) Le	ss Environmentally Sound.	(-25) Environmentally Unsound	180 max	

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5	CONSTRUCTION & DEMOLITION	Applicant	Points	Officer
		Tick if		Correct?
	A Construction Management Method Statement will be produced* which:			If Not ✓
	Natural Environment - Policy STR36 & BE12(f)	relevant		
a)	Protects significant wildlife habitats (trees/hedgerows, topography) and/or at completion creates		10	
	relevant wildlife habitats			
	Materials & Waste - Policy BE12(g)		40	
	Includes measures to minimise construction resource use, wastage and ensure materials reuse		10	
C)	Includes measures to maximise the reclamation of materials for recycling and reuse through deconstruction (i.e. by following the principles and procedures in the ICE's Demolition Protocol)		20	
53	Amenity - Policy BE12(g)			
	The Contractor will sign-up to the CIBs 'Considerate Contractor' Scheme*		10	
u)	The Contractor will sign-up to the Cibs Considerate Contractor Scheme		10	
	Site Pollution - Policy STR12, EP2, EP3, EP6, EP9, EP10	_		
	Protects quality and availability of ground, surface & drinking water.		5	
	Prevents/reduces land contamination.	님	5	
	Prevents/reduces air and noise pollution.		10	
n)	Does not have any of the above (a-g) precautions/measures Construction/Demolition SUB-TOTAL	0	-90 70 max	0
6	OPERATIONAL POLLUTION	Applicant	Points	Officer
	Air Quality - Policy EP3	Tick if	1 011110	Correct?
		relevant		If Not ✓
	The proposal includes:			
a)	An acceptable Staff/Commuter/Pupil Travel Plan*		10	
b)	Significantly less than the maximum permitted parking spaces, or		5	
c)	Will be car-free/provide substantially less than maximum parking; and/or		5	
d)	A car club will be established* and/or		10	
	The proposal is far a housing adjustion or health use in or adjacent to an AOMA and			
-۱	The proposal is for a housing, education or health use in, or adjacent to, an AQMA, and Non-Toxic materials will be specified to improve indoor air quality*		15	
	Urban design measures have been used to disperse pollutants	H		
	Planting (e.g. vegetative air quality barrier) will be established to improve air quality	H	10 10	
	Indoor air filtration units (e.g. HEPA or ESP) will be installed in living/sleeping areas*	l Н	15	H
	A clean-fuel fleet of vehicles will be used (e.g. electric, LPG, biofuel)*		15	
	None of the above measures (a-i) are proposed		-85	
	Noise - Policy EP2	Tick one		
	The proposal will result in a reduction of noise generation/transmission to that already existing*; or		30	
	The proposal will not create any problems whatsoever in terms of noise generation/transmission,		10	
m)	The proposal may create an increase in noise generation/transmission, but adequate measures are		-10	
n)	taken to minimise adverse effects.			
11)	No measures are taken to minimise any adverse effects on the surrounding area/occupants in terms of noise generation/transmission.		-35	
6.3	External Lighting - Policy BE8	Tick one		
			40	
	The development will result in a reduction in light pollution to that already existing*; or The development will not create any light pollution problems.		10 5	
	The development may create any light pollution problems, but adequate measures are taken to		3	
4)	minimise adverse effects.		-5	
r)	The development may create some problems light pollution, but no measures are taken to minimise			
٠,	the effects	Ш	-20	
6.4	Waste Recycling - Policy BE12(d)	Tick if		
-1	The constant has interestly decimally under constant to the first feet with a standard control of the control o	relevant		
S)	The proposal has integrally-designed waste separation/recycling facilities at an appropriate scale for the volume of materials that the facilities are likely to receive and that is accessible for residents and		45	
	contractors.		15	
t)	The proposal provides organic composting facilities at a appropriate scale		10	
	None of the above waste recycling facilities is provided.	l H l	-20	H
)	Operational Pollution SUB-TOTAL	0	140 max	0
	(Add Subtotals) GRAND TOTAL	0	1000	0
			(Maximum)	
	INDICATIVE SUSTAINABILITY RATING (%)	0	-1000	0
	Materials Included? (Section 4.8) Tick if yes		(Minimum)	

Case Officer's Comments: (for Office Use Only)
Agree with Applicants own scoring? Yes / No
Satisfactory evidence of claims provided? YES / NO / PARTIAL (e.g. where relevant, from submitted):
A) Design Drawings;
FOR OUTLINE APPLICATIONS: Additional score needed on materials and/or other sections (at reserved matters stage) to achieve a positive overall rating?
Recommended Evidence/ Improvements/Other Action
1 Further evidence required?
2 Level of improvements required? NONE / SLIGHT / SIGNIFICANT / SUBSTANTIAL
3 Recommended Action(s)
4 Conditions and/or S106 terms to take forward