

## Climate Change, Energy and Sustainable Development Questionnaire 2024

**When should this questionnaire be used?**

This questionnaire is for non-major developments (developments from one to nine residential units and one to 1000 square meters of non-residential floor space) and householder developments.

Developments of a scale above these thresholds (major developments) should not use the questionnaire, but should instead submit a Sustainability Statement and an Energy Statement. See LPSS policy ‘D2: Climate change, sustainable design construction and energy’ (policy D2) and the ‘Climate Change, Sustainable Design, Construction and Energy SPD 2024’ (the ‘SPD’) for more information.

**What is the purpose of this questionnaire?**

LPSS Policy D2 (3) requires non-major developments to submit “adequate information” about how the development complies with the energy requirements of the development plan and “information proportionate to the size of the development” regarding other matters of sustainability.

The questions in the questionnaire are based on requirements set out in Local Plan policies and you should refer to these to make full use of the questionnaire. The Climate Change, Sustainable Design, Construction and Energy SPD sets out guidance on the matters covered within the questionnaire.

The questionnaire is not an exhaustive list of sustainability matters and additions to the questionnaire are welcome.

The questionnaire is intended to guide development towards sustainable outcomes through compliance with Local Plan policy, from the initial proposal and site layout through to detailed design proposals, the construction process and finally the operation of the completed building. As a result, it is important that the questionnaire is first considered at the outset of planning and at the earliest stage of design. It should be updated as proposals evolve.

If planning permission is granted, a condition will be applied requiring work to be carried out in accordance with the information provided in the questionnaire. It is important that the questionnaire is completed in good faith and any works identified within it are deliverable.

**Other notes**

If extra space is needed, attach additional pages to the questionnaire as necessary or paste the questions into a new document. A Word version of the questionnaire is available on the Council’s website here: <https://www.guildford.gov.uk/climatechangespd>

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| --- | --- |
| Applicant’s name: |  |
| Agent’s name: |  |
| Site Address: |  |
| Application reference (if known): |  |
| Description of proposal:(e.g. total and types of units/floorspace) |  |
| Questionnaire prepared by:(name and qualification/job title) |  |
| Signature of above: |  |
| Energy information prepared by:(name and qualification/job title): |  |
| Signature of above: |  |

Part 1: Energy

1. Accreditation

1a. Will any accreditations (e.g. BREEAM “Excellent” or “Outstanding” or Passivhaus) be achieved? *(See 3.9-3.12 of the SPD)*

2. Low energy design: landform, layout, building orientation, massing and landscaping (LPSS Policy D2 1c and 2). See ‘Sustainable design’ in section 5 of the SPD.

2a. Provide details on how the site layout, landscaping and urban form have been considered to reduce the need for mechanical heating and artificial lighting in the development. *(See 5.5-5.10 of the SPD. This information should align with the energy data provided in section 3 of this questionnaire*.)

2b. Set out how the internal layout of buildings have been designed to make best use of solar gain and natural light. *(See 5.11-5.15 of the SPD.)*

2c. Provide information on the passive cooling/ventilation measures be incorporated into the scheme. *This includes, but is not limited to, the use of design measures such as external shuttering and brise soleil, and the retention and planting of trees and vegetation (see 5.106-5.107 of the SPD.)*

2d. Will the scheme include mechanical ventilation and/or active cooling (e.g. air conditioning)? If so, explain why passive measures would not be adequate. *(See 5.106-5.107 of the SPD.)*

3. Carbon emissions from buildings (LPSS Policy D2 2, LPDMP Policy D14 1 and LPDMP Policy D16 4)

3a. Will the proposed scheme deliver any new buildings (net or gross)? *If ‘no’, go to section 5.*

3b. What are the DER/BER and the TERfor each unit or type of unit? *(See 4.31-4.40 of the SPD.)*

3c. For all developments, provide information about how the energy hierarchy and fabric first approaches have been applied. Set out how the proposed fabric standards represent the best reasonably achievable standards for the scheme. See the section ‘Energy hierarchy’ for further information. (*Note: This information is not required for any new dwellings where the energy modelling output document demonstrates that the DFEE is at least 10% lower than the TFEE*). *(See 4.5-4.30 of the SPD.)*

4. Low carbon heat networks (LPDMP Policy D16 1, 2 and 3 and LPSS Policy D2 8).

4a. Will the development fall within the vicinity of a low carbon heat network (of any scale from single building to district heat)? If so, list the identified networks. *(See 4.47-4.51 of the SPD.)*

4b. If the development will fall within the vicinity of a low carbon heat network will the proposed development connect to it or be connection-ready? If not, set out clear justification. *(See 4.47-4.51 of the SPD.)*

4c. Is the development within a Heat Priority Area? If so, is a low carbon heat network proposed as the primary source of energy for the development? If not, set out clear justification. *(See 4.52-4.53 of the SPD.)*

4d. If a new low carbon heat network is proposed, is it designed in accordance with the CIBSE Heat Networks Code of Practice? If not, provide clear justification. *(See 4.54-4.60 of the SPD.)*

5. Low and zero carbon energy

5a. If the scheme includes the provision of low and zero carbon technologies, provide details of the proposed energy systems here including: type of technology, location of installation and, for energy generation systems, predicted energy yield. *(See 4.61-4.74 of the SPD.)*

Part 2: Sustainable design, construction and climate change adaptation

6. Efficient use of minerals, use of secondary aggregates, waste minimisation and reuse of material from excavation and demolition (LPSS Policy D2 1a &1b). See ‘Resources, minerals and waste’ in section 5 of the SPD.

Materials and waste

6a. Will the scheme employ modular construction, modern methods of construction (MMC), offsite prefabrication or other low waste construction methods? If yes, provide information here. *(See 5.97 of the SPD.)*

6b. List the main materials that are expected to result from excavation works including for foundations (e.g. topsoil, earth, rock etc.)

6c. List the main materials that are expected to result from the demolition of buildings or structures (e.g. brick/block, concrete, roof tiles, timber etc.)

6d. List the main materials that are expected to result from the construction or refurbishment process (including from offcuts, breakages, excess materials, packaging).

6e. Of the materials identified in questions 5b, 5c and 5d, state which will be reused in the proposed development (whether fully or partially) and how/where. *(see 5.66-5.81 of the SPD)*

6f. Which of the following measures will be implemented? (mark each with a tick)

- Waste types will be stored on site separately to facilitate reuse, reclamation and recycling [ ]

- Waste will be separated after removal from the construction site [ ]

- Large packaging items (e.g. wooden pallets, one tonne bags) will be returned the supplier [ ]

- Excess materials will be returned to the supplier [ ]

- Other (please provide details in 6g) [ ]

6g. Provide details of any further measures that will be used to ensure that waste materials will be recycled, reused, salvaged, composted, or otherwise diverted from landfill or incineration.

Sustainable materials

6h. Provide a sustainability rating for the main building elements/materials (or building as a whole) with reference to a respected materials rating database (e.g. [BRE Green Guide](https://tools.bregroup.com/greenguide/podpage.jsp?id=2126), see 5.55 of the SPD) or scoring system (e.g. SCORS). *(See 5.53-5.63 of the SPD.)*

6i. Provide details of materials that will be sourced locally.

6j. Provide details of materials that will be sustainably sourced (e.g. FSC certified timber). *(See 5.69-5.75 of the SPD.)*

6k. Please provide any further information about the use of sustainable materials.

7. Water efficiency (LPSS Policy D2 1d and LPDMP Policy D14 6). See ‘Water efficiency’ in section 5 of the SPD.

7a. If the scheme includes new dwellings, will these be designed to the national optional building regulation water efficiency standard of 110 litres per person per day (regulation 36(2b))? The relevant Water Efficiency Calculation (s) (Part G) for the new dwellings should be submitted to the Council prior to occupation. *(See 5.44-5.48 of the SPD.)*

7b. For all developments, provide details of any water efficiency measures that will be incorporated into the scheme to reduce the demand for water. *(See 5.46-5.47 of the SPD.)*

7c. For all developments, provide details of any water harvesting / re-use measures that will be incorporated into the scheme. *(See 5.49-5.51 of the SPD.)*

8. Sustainable lifestyles (LPSS Policy D2 1e and LPDMP Policy D14 3). See ‘Measures that enable sustainable lifestyles for building occupants’ in section 5 of the SPD.

8a. What measures will be incorporated into the development to enable sustainable lifestyles for building occupants. *(See 5.21-5.43 of the SPD.)*

8b. What measures will be incorporated into the development to ensure the building is flexible to accommodate changing needs. *(See 5.65 of the SPD.)*

9. Climate change adaptation (LPSS Policy D2 4, P4 and LPDMP D15 1, 2, 4 and 5). See ‘Climate change adaptation’ in section 5 of the SPD.

9a. Explain the adaptations for the full range of expected climate impacts that will be incorporated into the development. *The climate impacts include, but are not limited to, hotter/drier summers, warmer/wetter winters, more frequent and severe heatwaves and overheating, and more frequent and severe heavy rainfall events and flooding.* *(See 5.98-5.126 of the SPD.)*

9b. Provide details of how soft landscaping and permeable surfaces will be maximised (as opposed to hard surfacing). *(See 5.115-5.119 of the SPD.)*

9c. Will surface water be managed by Sustainable Drainage Systems (SuDS)? Please provide details. *(See 5.120-5.126 of the SPD.)*

9d. Is the development proposal in or around an area of high risk of wildfire? If so, detail how the proposal will be designed and managed to prevent the ignition and spread of fire. *(See 5.113-5.114 of the SPD.)*

10. Any further information

10a. Please provide information about any other sustainable design, construction and climate change measures that will be incorporated into the scheme.