WELWYN HATFIELD BOROUGH COUNCIL

SUSTAINABILITY CHECKLIST

The overall aim of the Plan (Welwyn Hatfield District Plan) is to secure sustainable development in the district. Therefore, Policy SD1 of the District Plan expects all applicants to demonstrate that their development will be consistent with the principles of sustainable development and the objectives and policies of the Plan, by submitting a statement with their application assessing the proposals against a checklist of sustainability criteria. This Guidance contains that checklist.

The checklist identifies the factors that should be addressed in making development sustainable. It is split into three sections, with criteria dealing with:

a) the citing of the proposal and the existing land use;
b) the impact and use of the development once it is built;
c) the operation of the site during the construction period.

Whilst a number of the criteria relate to the way development is designed or laid out, the checklist does not address aesthetic design issues. Applicants are required to submit a separate statement on urban design, showing how their development satisfies the design principles and standards in the Plan.

Not all the criteria are applicable to all forms of development. Larger scale development will be expected to address most of the criteria within their statement, smaller scale development only some of them. The capital letters in bold alongside each criterion indicate the types of development to which the criterion applies, according to the key below. Householder developments, namely extensions or alterations to dwellings, have a more limited impact on sustainability and hence only a few of the criteria apply. To make the completion of the statement more straightforward for this type of application, a separate 'Householder Checklist' is available.

Key to Types of Development

A	*Large scale*	Residential - more than 5 houses Commercial - more than 235 sq. meters of floor space
B	*Small Scale*	Residential - 5 houses or less Commercial - 235 sq. meters of floor space or less
C	*Householder development*	
D	*Change of use of land or of buildings, or conversions*	
E	*Non building, such as car parking, landscaping, engineering operations*	
F	*Advertisements and Telecommunications*	

The completed Checklist should be returned with your completed planning application further guidance on sustainable development can be found at http://www.hertsdirect.org/scholearn/aboutstatesch/assetsteward/Sustainability

A) SITING AND LAND USE

How will the development satisfy the following criteria?

1. Use previously developed land as opposed to a green field site.**(A,B,D,E)**	Part
2. Avoid the loss of urban open spaces and, designated sites for nature conservation, and damage to the Historic Environment. **(A,B,D,E,)**	✓
3. Make use of any derelict, under-used, or vacant land or buildings.**(A,B,D,E)**	Part
4. Encourage a maximum lifespan for the development with the use of durable construction unless there are extenuating circumstances requiring more flexibility. **(A,B,D)**	N/A
5. Avoid areas of high quality agricultural land and floodplains. **(A,B,D,E)**	✓
5a Avoid the possible sterilisation of mineral resources identified in the Adopted Minerals Local Plan. **(A,B,D,E)**	✓

B) IMPACT AND FUTURE USE OF THE DEVELOPMENT

How will the development satisfy the following criteria?

Minimisation of Pollution

1. Minimize noise, e.g. building design, use of quieter technology, operating hours and traffic reduction. **(A,B,D,E,F)**	✓
2. Minimize light pollution, e.g. design of buildings, and lighting schemes, avoiding use of floodlighting. **(A,B,D,E,F)**	✓
3. Minimize odours from buildings and plant. **(A,B,D,E)**	✓

Management of Water Resources

4. Use local sources for the water supply and disposal of waste if possible.**(A,B,E)**	N/A
5. Prevent pollution of ground and surface water and enhance water quality where possible e.g. renew sewers, waterway maintenance, reed beds for waste water treatment. **(A,B,D,E)**	
6. Protect the hydrology of the site and the surrounding areas e.g. use permeable surfaces for car parks, provide swells, and open water areas, minimize road length, avoid water run-off into water courses. **(A,B,D,E)**	N/A
7. Minimize water consumption through the use of water efficient fixtures and fittings, reed bed systems, ponds, rainwater storage and recovery and grey water re-use. **(A,B,C,D,E)**	

Energy Efficiency

8. Maximize passive solar gain by considering the citing and microclimate of the individual buildings e.g. making best use of the sun, avoiding overshadowing, size & orientation of windows, use of earth sheltering. **(A,B,C)**	
9. Minimize heat loss and maximize energy efficiency through building design e.g. using sources of renewable energy, solar panels, insulation, using lobbies and conservatories as buffer zones, draught proofing, localized temperature controls, weather-breaking planting. **(A,B)**	
10. Reduce green house gas emissions through building design, e.g. use of condensing boilers. **(A,B,C,D)**	
11. Generate power efficiently from a local source e.g. combined heat and power plant, heat/methane recovery from waste and other forms of renewable energy. **(A)**	
12. Encourage energy efficient modes of transport e.g. cycling walking and buses. **(A,B,D)**	

Waste Management

12a. Follow the Waste Strategy Hierarchy of Minimization, Re-use, recovery, and disposal as a last resort. **(A,B,D,E)**	
13. Maximize facilities on site to help with recycling, including home composting. **(A,B)**	
14. Include facilities for separation and storage of different types of waste for collection. **(A,B,D)**	
15. Include public facilities for recycling of waste and consider the need for access by various disposal contractors. **(A,B)**	N/A

Habitats and Species

16. Ensure that there will be no overall net loss of biodiversity i.e. the quantity and variety of species. **(A,B,D,E)**	✓
16a. Contribute to the priorities and targets set out in the Local BAP (Biodiversity Action Plan). **(A,B,D,E)**	
17. Protect designated sites and other sites/features of nature conservation importance, including SSSIs, and County Wildlife Sites. **(A,B,D,E)**	✓
18. Conserve protected species where found.**(A,B,D,E)**	✓
19. Make positive provision to nature conservation e.g. nature reserves, naturally shaped watercourses, native planting to encourage wildlife, or other wildlife- friendly landscape features. **(A,B,D,E)**	
20. Provide for the ongoing management of habitats where applicable **(A,D,E)**	✓
21. Ensure that waste products do not harm wildlife. **(A,B,D)**	✓
22. Encourage use of timber from sustainable managed sources. **(A,B,D,E,F)**	N/A

Community Provision and Equity

23. Involve the local community in the development of proposals.**(A,B)**	
23a Contribute to the provision of education facilities where appropriate.**(A)**	✓
24. Provide affordable housing, or commuted payment for affordable/ social housing where appropriate. **(A)**	N/A
25. Provide appropriate health and childcare facilities where appropriate to satisfy local demand. **(A)**	N/A
26. Improve leisure and recreational facilities e.g. recreation grounds, playing fields, children's play areas. **(A)**	N/A
27. Make positive provision for open spaces e.g. provide parks, village greens, and commuted sums for future maintenance. **(A)**	N/A
28. Improve and maintain access to existing open space. **(A,B)**	N/A
29. Improve community, cultural and social facilities e.g. community centre's, public art. **(A)**	✓

Accessibility

30. Improve or enable convenient access to employment centre's, shops, recreation and community facilities and schools. **(A,B)**	
31. Maximize access for the pedestrian/cyclist to & within the development & give priority to footpaths and cycle ways over private transport modes. **(A,B,D)**	
32. Improve access to buildings for everyone (wheelchair users, people with young children and disabled people). **(A,B,D)**	✓
33. Give public transport priority over private transport modes. **(A,B)**	N/A
34. Improve facilities and conditions for cycling especially safety aspects e.g. secure covered cycle storage, cycle paths, signals and lanes. **(A,B,D,E)**	
35. Meet the requirements for the preparation and implementation of a Green Transport Plan. **(A)**	N/A
36. Minimize car parking e.g. appropriate levels/standards of parking, car free neighborhoods, park and ride. **(A,B,D,E)**	

Contribution to the Economy

37. Increase job opportunities for local people e.g. training courses, inward investment, and small business units. **(A,B,D)**	N/A
38. Demonstrate how the proposal will add to the generation of income in the local area. **(A,B,D)**	N/A
39. Promote socially and environmentally responsible business practice e.g. waste minimization, office recycling, energy saving schemes and noise reduction. **(A,B,D)**	N/A
40. Add to diversity of the local economy. **(A,B,D)**	N/A

Health and Safety

41. Minimize opportunities for crime through the layout of buildings and spaces e.g. natural surveillance of paths overlooking of paths, appropriate landscaping and mixed uses. **(A,B,D)**	
42. Segregate vehicles from all other modes of transport wherever possible. **(A,B,E)**	
43. Store potentially hazardous materials safely. **(A,B,D)**	N/A

C) CONSTRUCTION PERIOD

How will the development satisfy the following criteria?

Energy Efficiency

1. Demonstrate how the energy costs of developing the site will be minimized in terms of extraction, manufacture, transport, use and disposal in construction e.g. minimize changes in site levels during construction, avoid use of aluminium. **(A)**	

Minimization of Pollution

2. Include a site investigation to identify areas of soil contamination and take correct measures for decontamination. **(A,B,D,E)**	
3. Minimize noise levels and light pollution during the building processes e.g. use of quieter technology, restriction of operating hours and traffic reduction. **(A,B,D,E)**	✓
4. Minimize air and dust pollution during construction. **(A,B,D,E)**	✓
5. Prevent pollution of ground and surface water. **(A,B,D,E)**	✓
6. Minimize odours from buildings and plant. **(A,B,D,E)**	✓

Waste Management

7. Identify the volumes and type of waste generated during development through construction and occupation and take measures to minimize, reuse and recycle waste. **(A,B)**	
8. Encourage the use of renewable recycled, recyclable and durable products e.g. building materials, salvage material for re-use/ recycling, use demolition materials for hardcore and aggregate. **(A,B,D,E)**	
8a. Promote the use of local materials first, followed by low embodied energy materials, and finally high embodied energy imported materials **(A,B,C,D,E)**	

Habitats and Species

9. Ensure the protection of trees, hedgerows and other plants during construction. **(A,B,D,E)**	✓
10. Preserve wildlife habitats on site during construction either in situ or by translocation. **(A,B,D,E)**	✓

Health and Safety

11. Use clean hazard-free technologies for plant and building operation and maintenance. **(A,B,D,E)**	✓
12. Store potentially hazardous materials safely. **(A,B,D,E)**	✓
13. Avoid unsafe building materials e.g. asbestos, lead paints, organ chlorides.(A,B,D)	✓
14. Encourage liaison with the local community as part of a 'Considerate Contractor' approach to the construction phase. **(A,B,D,E)**	✓

Application Checklist

Site Address/Application Reference Number:

BIODIVERSITY CHECKLIST

PROTECTED SPECIES

	YES	NO
Bats		
Has the site been surveyed for bats?*	☐	☑
Are there any structures on site which have the potential to support roosting bats?*	☐	☑
Structures with high potential include all agricultural buildings, buildings with weather boarding, tunnels, mines, ice houses, bridges, cliff faces with crevices and woodland. Further guidance can be found in 'Bat Surveys: Good Practice Guidelines' available from www.bats.org.uk and the Bat Mitigation Guidelines available here, from Natural England.		
Are there any trees on the site which have the potential to support roosting bats?*	☐	☑
Trees with high potential to support roosting bats include old and veteran trees and any tree with cracks or crevices. Where appropriate, foraging and commuting routes should be incorporated into the design of the scheme Further guidance can be found in 'Bat Surveys: Good Practice Guidelines'		
Barn Owls		
Has the site been surveyed for barn owls?*	☐	☑
Is there any evidence of barn owls nesting on or near the site or are there suitable nesting areas on the development site?*	☐	☑
Barn owls often nest in farm buildings, dovecotes, bale stacks, hollow trees and a wide variety of derelict buildings. Barn owls require habitat which supports high number of small mammals including pasture, hedgerows and woodland. Further information can be found in 'Barn Owls On Site: A guide for developers' available here, from Natural England.		
Breeding birds		
Has the site been surveyed for breeding birds?*	☐	☑
Will areas of hedgerow/scrub/woodland/trees or other features likely to be used by nesting birds be affected by the proposal?*	☐	☑
If 'Yes' then mitigation measures to ensure occupied nests are protected should be included with the application.		
Badgers		
Has the site been surveyed for badgers?*	☐	☑
Is there any evidence of badgers on or near the application site?*	☐	☑
Are badgers commuting through the site to foraging areas?*	☐	☑
Badgers use a wide variety of habitats and setts can be found in hedgerows, woodlands, scrub and field margins. Where appropriate, safe routes to foraging areas should be incorporated into the development proposals. Further information can be found in 'Badgers and Development' available here, from Natural England.		
Dormice		
Has the site been surveyed for dormice?*	☐	☑
Is there suitable habitat for dormice on, or close to the application site?*	☐	☑
Dormice are found in a variety of habitats including ancient semi-natural woodland, scrub, young plantations (both broadleaved and coniferous) and hedgerows. Occasionally they are recorded in gorse scrub, heathland and alder trees in reedbeds. Further information can be found in The Dormouse Conservation Handbook available here, from Natural England.		
Great crested newts		
Has the site been surveyed for great crested newts?*	☐	☑
Is there suitable habitat for great crested newts on, or close to the application site?*	☐	☐
Great crested newts are often recorded in ponds, reedbeds, ditches and mineral workings. Terrestrial habitat used by newts is varied and includes semi-natural grassland, woodland, hedgerows and pasture and are often found in urban sites including gardens. Further guidance on great crested newts can be found in the Great Crested Newt Mitigation Guidelines available here, from natural England and the Great Crested Newt Conservation Handbook available from www.froglife.org		
Reptiles		
Has the site been surveyed for reptiles?*	☐	☑
Is there suitable habitat on the site for reptiles?*	☐	☑
Reptiles use a variety of habitats including rough grassland, heathland, allotments, scrub, brownfield sites, field margins and abandoned gardens. Further information can be found in 'Reptiles: Guidelines for Developers' available here, from Natural England.		

Other protected species (e.g. otters, water voles, white-clawed crayfish)*#

Has the site been surveyed for (Species Name).....?* ☐ ✓

Is there suitable habitat on the site for (Species Name).....?* ☐ ✓

**If 'Yes' then the survey report should include details of the species concerned, the population level at the site, the direct and indirect effects of the development upon that species, full details of any mitigation or compensation required and whether the impact is acceptable and/or licensable*

 # A current list of protected species is available from the Joint Nature Conservation Commitee and the Office of Public Sector Information.

OTHER FEATURES OF NATURE CONSERVATION INTEREST

Does the application site support Habitats of Principal Importance or Local Biodiversity Action Plan Priority Habitats? ☐ ✓

Details of Habitats of Principal Importance can be found on Natural England's Website and BAP Habitats can be found at www.natureonthemap.org.uk.. Where such habitats are present on site, the application should include details of the habitat, the significance and recommendations for mitigation and compensation

If 'Yes' list types of habitat.....

Does the application site support Species of Principal Importance or Local Biodiversity Action Plan Species? ☐ ✓

If 'Yes' list species.....

Details of Species of Principal Importance can be found on Natural England's Website. Where such species are present, the application should include details of the species, the significance and recommendations for mitigation and compensation

Have details of biodiversity enhancements been included with the application? ☐ ✓