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1. Introduction & Background

- 1.1 The Association aims to contribute to the quality of life of the communities it serves and seeks to ensure that each new development meets the needs of the present community without compromising the ability of future generations to meet their needs.
- 1.2 The Scottish Executive and Communities Scotland wish to promote more sustainable patterns of development and lifestyles within Scotland. To encourage this policy, Communities Scotland have stipulated that, in order for an Association to receive grant funding for a development project, every RSL must have a sustainable development policy in place.
- 1.3 The Association recognises the need to be more than just a housing provider and recognises the importance of addressing wider social and economic factors.

2. Regulatory Framework and Associated Guidance

- 2.1 The following guidance notes and publications should be used in conjunction with this policy:
 - * CSGN 2007/10 – Normative standards: Reporting on energy efficiency
 - * CSGN 2005/09 – Procurement of timber products
 - * CSGN 2004/13 – Sustainable development factors
 - * Communities Scotland’s Sustainable Housing Design Guide for Scotland (July 2007)
 - * Performance Standard GS2.3 and AS2.2, 2.3 & 3.3.

3. Policy Objectives

- 3.1 The policy objectives are to ensure that all developments comply with Communities Scotland’s physical development standards which are detailed below:
 - Relative Compliance with the basic requirements of housing for varying needs
 - Space standards attained through the calculation of the Gross Internal Floor Area. This is the total of all enclosed spaces fulfilling the functional requirements of the building, measured to the internal structural face of the enclosed wall. (BCIS: ‘Standard Form of Cost Analysis). This is also used to calculate the total costs/m².
 - Relative compliance with minimum standards for thermal efficiency requirements. This is calculated through a SAP rating (Standard Assessment Procedure). All new build housing to achieve a minimum SAP rating of 85-90. All rehabilitated or modernised housing to achieve a minimum SAP rating of 65-70.
 - Accreditation as “Secured By Design” by a Police Authority

4. Achieving Policy Objectives

- 4.1 The Association will achieve the policy objectives through three key areas of the development which are:
 - Procurement of services
 - Site Development

- Specification of material

5. Procurement of Services

- 5.1 The Association will identify a clear list of sustainability objectives and outputs for each project to be undertaken and this will be included in the initial brief issued to Consultants/Contractors. This will ensure that all parties are aware of the issues and standards that are to be achieved.
- 5.2 When short-listing for new projects, The Association will ensure the best available expertise is obtained through consideration of those Consultants/Contractors who have knowledge and experience of sustainability issues. This will be further examined through interviews etc in line with The Association's procurement policy.
- 5.3 The Association will consider all forms of procurement when initiating new projects to identify the best method to ensure continual improvement in efficiency.
- 5.4 The Association is committed to improving and regenerating communities through encouragement of training and employment initiatives by prospective Contractors. The appointed Contractor for each contract should seek to maximise the involvement of local labour and local firms within all aspects of the construction process i.e. supplies, servicing (security and cleaning etc) and construction works. As part of the tender submission the tenderer should highlight their proposals for maximising local resources.

6. Site Development

- 6.1 All future development opportunities are expected to be on brownfield sites.
- 6.2 When assessing future development options, the Association will build for a purpose, i.e. housing demand, low intake at a local school. We will not progress with a project which is purely a development opportunity.
- 6.3 Communities Scotland promotes the use of the Housing Quality Assessment Programme. Where applicable, this will be used by The Association to assess the merits of the design for all projects.

7. Specification of Material

- 7.1 We will encourage the specification of environmentally friendly materials where appropriate in our clients brief. This will take in to account conserving resources such as energy, water, wood, etc, and in particular those which are non-renewable
- 7.2 The Association will encourage the specification of environmentally friendly materials where appropriate within the design.
- 7.3 Consultants/Contractors will be encouraged to investigate the use of low embodied energy materials (also taking into account that some may be high in embodied energy but over time will last longer and therefore overall have less impact and be more sustainable)

- 7.4 Where appropriate, The Association will encourage the use of materials from local suppliers, thus reducing transport costs and resources during construction.
- 7.5 Life Cycle costings will be examined, taking cognisance of the running costs of occupying the house as well as the capital costs of provision and replacement (This will provide a comprehensive overview of the long term maintenance implications for the Association)

8. Energy Efficiency

- 8.1 The Association will investigate and encourage options which will ultimately reduce or eliminate fuel poverty for its tenants.
- 8.2 The Association will adopt the sustainability indicators set by Communities Scotland under its Normative Standards to ensure grant funding will be made available. For new housing, the minimum SAP ratings in line with Communities Scotland will always be gained. The average CO² emissions will not exceed the level stated.
- 8.3 The Association will endeavour to monitor the cost of space and water heating and ensure that it meets the target costs specified by Communities Scotland within its Normative Standards.

9. Tenant Handbook

- 9.1 The tenant handbook will be revised to reflect any changes made and provide basic energy saving advice to ensure tenants obtain the greatest benefit from their house as well as generally reducing their costs.

10. Planned & Cyclical Maintenance

- 10.1 The Association is committed to the use of more sustainability and greener materials and product. This will include the use of more energy efficient products where practical and appropriate. The Planned and Cyclical maintenance programme will under take to be committed and complete works in accordance with Policy Objectives listed above.
- 10.2 The Association will consider the origin of components it uses to maintain its buildings and will seek to use components which have long life cycles, low maintenance and are suitable for recycling.
- 10.3 The Association will seek to install components manufactured or derived from recycled materials and sustainable forest. The Association will seek to avoid using or installing components or products which are harmful. For example the Association will seek to minimise the use of spirit or solvent based paint treatments and coatings and will maximise the use of alternative water based products.

- 10.4** Through effective specification the Association will seek to reduce wastage on site and minimise the amount of waste going to land fill.
- 10.5** Where effective the Association will seek to recycle materials and components removed from its houses.
- 10.6** The Association will maximise grants available to increase the energy efficiency of its buildings and reduce the fuel poverty of residents.
- 10.7** The Association recognises that budgetary constraints or supply chain issues may make it unfeasible to achieve the policy objectives for every planned or cyclical maintenance contract. Therefore, for each contract a sustainability statement will be produced to show that we have considered sustainable options and the reasons why they can/cannot be achieved.

Date Adopted by Management Committee: 28 April 2009		
Chairperson	Signed	Printed
Staff Member	Signed	Printed
Next Review date		