



Environmental Impact Assessment [version 1.0]

Proposal title: Coach House Asset Transfer		
Project stage and type: <input type="checkbox"/> Initial Idea Mandate <input type="checkbox"/> Outline Business Case <input checked="" type="checkbox"/> Full Business Case		
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input type="checkbox"/> Service	<input type="checkbox"/> New	<input checked="" type="checkbox"/> Changing
<input checked="" type="checkbox"/> Other [please state]	<input type="checkbox"/> Already exists / review	
Directorate: Growth and Regeneration	Lead Officer name: Pete Anderson and Alex Hearn	
Service Area: Property and Economic Development	Lead Officer role: Service Directors – Assets, Property & Infrastructure and Economy of Place	

Step 1: What do we want to do?

The purpose of this Environmental Impact Assessment is to help you develop your proposal in a way that is compliant with the council’s policies and supports the council’s strategic objectives under the [One City Climate Strategy](#), the [One City Ecological Emergency Strategy](#) and the latest [Corporate Strategy](#).

This assessment should be started at the beginning of the project proposal process by someone with a good knowledge of the project, the service area that will deliver it, and sufficient influence over the proposal to make changes as needed.

It is good practice to take a team approach to completing the Environmental Impact Assessment. See further [guidance](#) on completing this document. Please contact the [Sustainable City and Climate Change Service](#) early for advice and feedback.

1.1 What are the aims and objectives/purpose of this proposal?

Briefly explain the purpose of the proposal and why it is needed. Please use plain English, avoiding jargon and acronyms.

Approve the grant of a 125 year Lease and Service Agreement at a peppercorn rent to the Black South West Network charity for the management and operation of the Coach House buildings in St Paul’s, to provide a Centre which, will serve the Black and Racially Minoritized communities of Bristol and the wider region.
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1.2 Will the proposal have an environmental impact?

Could the proposal have either a positive or negative effects for the environment now or in the future? If ‘No’ explain why you are sure there will be no environmental impact, then skip steps 2-3 and request review by the [Sustainable City and Climate Change Service](#).

If ‘Yes’ complete the rest of this assessment.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	[please select]
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1.3 If the proposal is part of an options appraisal, has the environmental impact of each option been assessed and included in the recommendation-making process?

If ‘Yes’ please ensure that the details of the environmental impacts of each option are made clear in the pros and cons section of the [project management options appraisal document](#).

<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Not applicable	[please select]
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If 'No' explain why environmental impacts have not been considered as part of the options appraisal process.

BSWN (the tenant) has carried out an environmental / energy design options appraisal with its architect. As an external organisation, they have not used the internal BCC appraisal form. Given the phased nature of the proposed refurbishment, it is important to note that the BREEAM Excellent and other environmental standards required by Local Plan policy and own environmental sustainability objectives can only be delivered as a result of Phases 1, 2 and 3 of the refurbishment, which requires raising the necessary additional capital funding.

Step 2: What kinds of environmental impacts might the project have?

Analysis of impacts must be rigorous. Please demonstrate your analysis of any impacts of the proposal in this section, referring to evidence you have gathered. See detailed [guidance documents](#) for advice on identifying potential impacts.

2.1 Does the proposal create any benefits for the environment, or have any adverse impacts?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support [our corporate environmental objectives](#) and the wider [One City Climate and Ecological Emergency strategies](#).

Consider how the proposal creates environmental impacts in the following categories, both now and in the future.

Reasonable efforts should be made to quantify stated benefit or adverse impacts wherever possible.

Where the proposal is likely to have a beneficial impact, consider what actions would enhance those impacts. Where the proposal is likely to have a harmful impact, consider whether actions would mitigate these impacts.

Enhancements or mitigation actions are only required when there is a likely impact identified. Remember that where enhancements or mitigation actions are listed, they should be assigned to staff and appropriately resourced.

GENERAL COMMENTS (highlight any potential issues that might impact all or many categories)		
The lease is for 125 years. The Coach House is outside of flood risk planning zones.		
<p>ENV1 Carbon neutral: Emissions of climate changing gases</p> <p>BCC has committed to achieving net zero emissions for its direct activities by 2025, and to support the city in achieving net zero by 2030.</p> <p>Will the proposal involve transport, or the use of energy in buildings? Will the proposal involve the purchase of goods or services? If the answer is yes to either of these questions, there will be a carbon impact.</p> <p>Consider the scale and timeframe of the impact,</p>	<p>Benefits</p>	<p>Once refurbished, the property is likely to have lower operational CO2 emissions due to replacement of heating and ventilation systems and thermal upgrades to the fabric.</p> <p>The increased use and increased floor space of the property will result in higher occupancy of the building, which will negate some of the energy savings from the energy efficiency measures. However, the tenant organisation will in future deliver all its activities from this building, rather than from two separate sites.</p>
	<p>Enhancing actions</p>	<p>Commitment - The property will be refurbished in accordance with plans that include:</p> <ul style="list-style-type: none"> - Improvements to the thermal performance of the external envelope of the existing building beyond that required by current Building Regulations to reduce energy use - replacing all heating, cooling and air handling plant and lights. - Improvements to the energy efficiency and flexibility of the mechanical heating and ventilation systems. <p>This will reduce the amount of energy needed to heat, cool and light the premises in the future.</p> <p>Commitment - The property will be refurbished to achieve a BREEAM non –domestic refurbishment ‘excellent’ rating, which requires CO2 reduction in line with best practice and a specific target CO2</p>

<p>particularly if the proposal will lead to ongoing emissions beyond the 2025 and 2030 target dates.</p> <p>Further guidance</p> <p><input type="checkbox"/> No impact</p>		<p>reduction to aim for, steps to reduce the risk and lower the impact of refrigerant leakage, together with wider sustainability criteria.</p> <p>Reasonable endeavour - In refurbishing the building, the impacts of the whole lifecycle of the proposal will be considered – i.e. the selection of materials, the construction process, the operation & maintenance & refurbishment of the building during its lifetime & what happens to the building at the end of its life including whether any of the building elements can be re-used/recycled.</p> <p>Reasonable endeavours will be made to aim for a carbon neutral development in accordance with the Mayor’s Climate Emergency Action Plan target for BCC property to be carbon neutral by 2030, noting that this lease is likely to be the ONLY opportunity BCC have to secure CO2 reduction measures in this building before 2030.</p>
	<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years</p>	
	Adverse impacts	<p>Works - This is an old property that has not seen any major investment since the 1980s. The new tenant has developed comprehensive plans for a full refurbishment of the building.</p> <p>The refurbishment works have potential to generate CO2 emissions through transport of materials to site, construction processes etc.</p> <p>Use - CIBSE TM65 suggests that VRF systems (such as the one originally proposed) can leak 6% of their refrigerant gases per year. The Hybrid VRF heating and cooling system now proposed will use far less refrigerant, since water will be used in its place for all the internal pipework to the individual units. It is therefore unlikely to leak much refrigerant gas.</p>
	Mitigating actions	<p>Commitment - The property will be refurbished to achieve a BREEAM non –domestic refurbishment ‘excellent’ rating, which requires CO2 reduction in line with best practice and a specific target CO2 reduction to aim for, steps to reduce the risk and lower the impact of refrigerant leakage, together with wider sustainability criteria. A refrigerant management plan to completely comply with all the topics included in 6.50-6.53 in the <i>Draft Policy NZC3: Embodied carbon, materials and waste</i> will be implemented. See the end of this document for the relevant policy section.</p>
<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input checked="" type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years</p>		
<p>ENV2 Ecological recovery: Wildlife and habitats</p> <p>BCC has committed to 30% of its land being managed for nature and to halve its use of pesticides by 2030.</p> <p>Consider how your proposal can support increased space for nature, reduced use of pesticides, reduce pollution to waterways, and reduce consumption of products</p>	Benefits	<p>If a green roof is able to be incorporated into the project, it will provide biodiversity net gain in a part of the city with relatively little green space.</p>
	Enhancing actions	<p>Reasonable endeavour - Include a green roof on suitable roof areas to provide biodiversity net gain.</p>
	<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years</p>	

<p>that undermine ecosystems around the world.</p> <p>If your proposal will directly lead to a reduction in habitat within Bristol, then consider how your proposed mitigation can lead to a biodiversity net gain. Be sure to refer to quantifiable changes wherever possible.</p> <p>Further guidance</p> <p><input type="checkbox"/> No impact</p>	<p>Adverse impacts</p>	
	<p>Mitigating actions</p>	
	<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years</p>	

<p>ENV3 A cleaner, low-waste city: Consumption of resources and generation of waste</p> <p>Consider what resources will be used as a result of the proposal, how they can be minimised or swapped for less impactful ones, where they will be sourced from, and what will happen to any waste generated</p> <p>Further guidance</p> <p><input type="checkbox"/> No impact</p>	<p>Benefits</p>	<p>Use - The refurbished property will have better waste separation facilities to increase the level of recycling; all waste in the new building will be separated and prepared for recycling as much as possible.</p> <p>End-of-life - Material choices or construction methods that make separation of components for reuse or recycling easier during future refurbishments or at end-of-life should be adopted where feasible.</p>
	<p>Enhancing actions</p>	<p>Commitment - More efficient and purpose-built recycling facilities will enable the new tenant to reduce the amount of residual waste produced at the premises.</p>
	<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years</p>	
	<p>Adverse impacts</p>	<p>Works - Refurbishment works are likely to consume non-renewable resources and produce waste.</p> <p>Use - The refurbished property is likely to consume less non-renewable resources due to replacement of heating and ventilation systems and thermal upgrades to the fabric.</p> <p>Increased occupancy of the building may result in an overall increase in energy consumption and waste production.</p> <p>End-of-life - Material choices or construction methods that make separation of components for reuse or recycling harder during future refurbishments or at end-of-life should be avoided, where feasible.</p>
	<p>Mitigating actions</p>	<p>Commitment - The use of local materials wherever possible and those with a low environmental impact will be specified in line with BREEAM criteria.</p> <p>Commitment - Mitigation measures as listed above, plus the building will not include gas to reduce fossil fuel consumption.</p> <p>Reasonable endeavour - The waste hierarchy will be applied, ensuring re-use where possible, considering the whole life-cycle of the building (as above). Where waste needs to be disposed of ensure legally compliant contractors are used (Bristol Waste are the Bristol City Council contractor) and that waste paperwork is obtained.</p>

		Reasonable endeavour - Material choices or construction methods will be chosen to make separation of components for reuse or recycling during future refurbishments or at end-of-life as easy as possible.
Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years		
<p>ENV4 Climate resilience: Bristol’s resilience to the effects of climate change</p> <p>Bristol’s climate is already changing, and increasingly frequent instances of extreme weather will become more likely over time.</p> <p>Consider how the proposal will perform during periods of extreme weather (particularly heat and flooding).</p> <p>Consider if the proposal will reduce or increase risk to people and assets during extreme weather events.</p> <p>Further guidance</p> <p><input type="checkbox"/> No impact</p>	<p>Benefits</p>	<p>Use - The refurbishment of the building will include measures to mitigate overheating risk in both the current and future climate to ensure a comfortable internal environment.</p>
<p>Enhancing actions</p>		
Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years		
<p>Adverse impacts</p>	<p>Use - Increased building occupancy is likely to increase potable water use.</p>	
<p>Mitigating actions</p>	<p>Commitment - To mitigate this water efficiency measures will be specified – e.g. low flow taps, showers, toilets etc.</p>	
Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years		
<p>Statutory duty: Prevention of Pollution to air, water, or land</p> <p>Consider how the proposal will change the likelihood of pollution occurring to air, water, or land and what steps will be taken to prevent pollution occurring.</p> <p>Further guidance</p> <p><input type="checkbox"/> No impact</p>	<p>Benefits</p>	
<p>Enhancing actions</p>		
Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years		
<p>Adverse impacts</p>	<p>Works - Construction work may cause noise, dust, odour, or light pollution. There is a risk of hazardous materials (e.g. fuels or paints) being accidentally released during construction works.</p> <p>Works - Some asbestos containing materials are present in the building.</p>	
<p>Mitigating actions</p>	<p>Committed - Construction environmental management arrangements will be produced and documented, which will include detailed controls and measures for the Control of Substances Hazardous to Health (COSHH); and for minimising and mitigating the resulting</p>	

		<p>effects of construction activity, such as the generation of mud, dust and noise.</p> <p>Committed - It is expected that during the construction phase the site(s) will be registered to the Considerate Constructors Scheme. Measures for engagement with local community and stakeholders will ensure that any arising issues are quickly identified and dealt with.</p> <p>Committed - An asbestos survey has been carried out and a more detailed demolition survey will be undertaken prior to works commencing to ensure all ACMs are safely removed or encapsulated.</p>
Persistence of effects:		<input checked="" type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years

Step 3: Actions

3.1 Action Plan

Use this section summarise and assign responsibility for any actions you have identified to improve data, enhance beneficial, or mitigate negative impacts. Actions identified in section two can be grouped together if named responsibility is under the same person.

This action plan should be updated at each stage of the project. Please be aware that the Sustainable City and Climate Change Service may use this action plan as an audit checklist during the project's implementation or operation.

Enhancing / mitigating action required	Responsible Officer	Timescale
Liaise with the tenant (BSWN) to ensure the timely completion of the actions below.	John Bos / Robin McDowell	By the end of phase 3 in 2027.
Committed - Improvements to the thermal performance of the external envelope of the existing building beyond that required by current Building Regulations to reduce energy use - replacing all heating, cooling and air handling plant and lights. - Improvements to the energy efficiency and flexibility of the mechanical heating and ventilation systems.	Mina Drobna – Operations Manager	All Phases within the scope of the planned works for each Phase. Final achievement by end of Phase 3
Committed - The property will be refurbished to achieve a BREEAM non –domestic refurbishment 'excellent' rating.	Mina Drobna – Operations Manager	All Phases within the scope of the planned works for each Phase. Final achievement by end of Phase 3
Committed - More efficient and purpose-built recycling facilities will enable the new tenant to reduce the amount of residual waste produced at the premises.	Mina Drobna – Operations Manager	All Phases within the scope of the planned works for each Phase. Final achievement by end of Phase 3
Committed - The use of local materials wherever possible and those with a low environmental impact will be specified in line with BREEAM criteria. A refrigerant management plan to completely comply with all the topics included in 6.50-6.53 in the <i>Draft Policy NZC3: Embodied carbon, materials and waste</i> will be implemented. Mitigation measures as listed above, plus the building will not include gas to reduce fossil fuel consumption.	Mina Drobna – Operations Manager	All Phases
Committed - To mitigate this water efficiency measures will be specified – e.g. low flow taps, showers, toilets etc.	Mina Drobna – Operations Manager	Phase 1 for new downstairs toilet block. Phase 2 and 3 for other areas.

Enhancing / mitigating action required	Responsible Officer	Timescale
Liaise with the tenant (BSWN) to ensure the timely completion of the actions below.	John Bos / Robin McDowell	By the end of phase 3 in 2027.
Committed - Documented construction site management plans will be implemented. They will include compliance with COSHH regulations and minimising and mitigating mud, dust, noise and waste. This will include registration with the Considerate Constructors Scheme.	Mina Drobna – Operations Manager	All Phases
Committed - An asbestos survey has been carried out and a more detailed demolition survey will be undertaken prior to works commencing to ensure all ACMs are safely removed or encapsulated.	Mina Drobna – Operations Manager	Survey to be undertaken prior to Phase 1 to determine in which Phase asbestos removal works needs to be undertaken
Reasonable endeavours will be made to aim for a carbon neutral development in accordance with the Mayor’s Climate Emergency Action Plan target for BCC property to be carbon neutral by 2030, noting that this agreement to lease is likely to be the ONLY opportunity BCC have to secure CO2 reduction measures in this building before 2030.	Mina Drobna – Operations Manager	All Phases within the scope of the planned works for each Phase. Final achievement by end of Phase 3
Reasonable endeavour - In refurbishing the building, the impacts of the whole lifecycle of the proposal will be considered.	Mina Drobna – Operations Manager	All Phases
Reasonable endeavour - The waste hierarchy will be applied, ensuring re-use where possible, considering the whole lifecycle of the building (as above). Where waste needs to be disposed of ensure legally compliant contractors are used (Bristol Waste are the Bristol City Council contractor) and that waste paperwork is obtained.	Mina Drobna – Operations Manager	All Phases
Reasonable endeavour - Material choices or construction methods will be chosen to make separation of components for reuse or recycling during future refurbishments or at end-of-life as easy as possible.	Mina Drobna – Operations Manager	All Phases
Reasonable endeavour - Reasonable endeavours should be made to include a green roof on suitable roof areas to provide cooling benefits and reduction in surface water run-off.	Mina Drobna – Operations Manager	Phase 3

Step 4: Review

The Sustainable City and Climate Change Service need at least five working days to comment and feedback on your impact assessment. Assessments should only be marked as reviewed when they provide sufficient information for decision-makers on the environmental impact of the proposal. Please seek feedback and review from the [Sustainable City and Climate Change Service](#) before final submission of your decision pathway documentation¹.

Where impacts identified in this assessment are deemed significant, they will be summarised here and included on the cover sheet of the decision pathway documentation.

Summary of significant beneficial impacts and opportunities to support the Climate, Ecological and Corporate Strategies (ENV1,2,3,4):

¹ Review by the Sustainable City and Climate Change Service confirms there is sufficient analysis for decision makers to consider the likely environmental impacts at this stage. This is not an endorsement or approval of the proposal.

Long term in-use impacts from the refurbished building will include lower greenhouse gas emissions following the HVAC and thermal envelope upgrades, allowing the tenant to move all their staff to this site instead of being split over two sites, will have better waste separation to promote recycling and will include measures to mitigate the risk of overheating and ensure comfort in a future warmer climate. **Significant long-term benefits with limited opportunities to enhance these further.**

Summary of significant adverse impacts and how they can be mitigated:

Short term impacts from the construction works and transport will include greenhouse gas emissions, generate waste and may cause noise, dust, odour, light pollution, or the release of hazardous materials (asbestos containing materials are on site, fuels, paints, etc.). **Not significant, since mitigated by long term benefits (unless a serious unplanned release of pollution or hazardous materials occurs).**

Long term in-use impacts from the refurbished building include higher occupancy reducing energy and water savings, producing more waste and being more likely to leak refrigerant gases from the proposed VRF system. **Not significant, since mitigated by long term benefits**

Environmental Performance Team Reviewer: Giles Liddell, Environmental Performance Co-ordinator	Submitting author: Robin McDowell, Enterprise & Business Support Manager
Date: 31/08/2023 (one action updated 17/10/2023)	Date: 29/08/2023

The part of *Draft Policy NZC3: Embodied carbon, materials and waste* that refers to refrigerants:

Refrigerants

6.50 Many refrigerants used in fixed building services like heating and cooling systems have the potential to make significant contributions towards global warming and climate change if released to the atmosphere. Refrigerants often have a global warming potential considerably higher than that of CO₂. For reference, R32 has a global warming potential 675 times that of CO₂ and R410A is a greenhouse gas 2,088 times more potent than CO₂.

6.51 As heat pumps become more common in the transition to a zero carbon society, it is becoming increasingly important to consider the climate impact of the refrigerants they use.

6.52 The potential global warming impact of refrigerants should be minimised by:

- Minimising the volume and mass of refrigerants by:
 - Minimising or eliminating the need for heating or cooling systems through energy efficient design.
 - Avoiding the use of systems that have high refrigerant charge per kW capacity, such as systems that use refrigerant as the distribution medium to emitters.
- Minimising the potential impact of the refrigerant used by selecting equipment that uses refrigerants with the lowest available global warming potential.
- Minimising the risk of refrigerant leakage through:
 - Avoiding the use of systems that use refrigerant as a distribution medium, particularly where refrigerant is distributed to emitters.
 - Specifying leak detection and monitoring systems in accordance with industry best practice.
 - Regular maintenance.
 - Ensuring that installation, maintenance, decommissioning and disposal of all appliances using refrigerants is only ever undertaken by suitably qualified persons.

6.53 Where a developer proposes using a system with refrigerants with a global warming potential greater than 750, full justification will be required including numerical whole-life carbon modelling.