

Quest 2016 – Operations 3

Environment

Guidance Notes

Issue 5 – August 2016

Outcomes

- The facility has developed a planned approach to minimise its impact on the environment
- Reasonable temperatures, lighting and ventilation of all facility areas are achieved



Suggested Guidance

MV
Environmental conditions are acceptable
<p>EXAMPLES OF BEST PRACTICE</p> <ul style="list-style-type: none"> • Activity and circulation area temperatures set at appropriate levels
<p>SUGGESTED GUIDANCE</p> <ul style="list-style-type: none"> • Is the pool water temperature appropriate • Are tap and shower water temperature acceptable • Are activity area(s) an appropriate temperature • Do circulation area(s) have an appropriate temperature • Is the gym and dance studio air conditioned • Are lighting covers free from bugs and lighting levels sufficient and meet 'Lux' level standards
Is an Display Energy Certificate (DEC) displayed?
<p>EXAMPLES OF BEST PRACTICE</p> <ul style="list-style-type: none"> • An up to date DEC (no smaller than A3) should be displayed in a prominent place that is clearly visible to members of the public (publicly owned buildings only)
<p>SUGGESTED GUIDANCE</p> <ul style="list-style-type: none"> • A DEC and advisory report are required for buildings with a total useful floor area over 250m² that are occupied in whole or part by public authorities and by institutions providing public services to a large number of persons and therefore frequently visited by those persons. The EPC (no smaller than A3) should be displayed in a prominent place that is clearly visible to members of the public • The DEC should be reviewed every 12 months for buildings with a useful floor area of over 1,000 m² and every 10 years for buildings with a total useful floor area over 250 m² but under 1,000 m²
As a customer were you encouraged to help the facility with environmental management?

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<p>EXAMPLES OF BEST PRACTICE</p> <ul style="list-style-type: none"> • Environmental policies and other information • Environmental initiatives are evident
<p>SUGGESTED GUIDANCE</p> <ul style="list-style-type: none"> • Is an Environmental Policy and commitment displayed • Does the facility display Information on how the facility is reducing their carbon footprint and how customers can assist • Are temperature parameters and ranges displayed, for example pool temperature, changing rooms and activity areas • Is green transport apparent and displayed, for example bus times and cycle routes • Are recycling bins evident, both external and internal • Are there bicycle racks, and a discount to customers who cycle to the facility • Are there pool covers • Are there PIR motion sensors • Is there a sensor flush on toilets and urinals • Are there push button and/or sensor showers and taps • Are leaflets printed on recycled paper • Are timetables and other information available to download from the website, and are customers encouraged to visit the web instead of taking leaflets
<p>ASSESSMENT CHALLENGES</p>
<p>Does the facility have an Environmental Policy displayed for customers and known by staff?</p>
<p>EXAMPLES OF BEST PRACTICE</p> <ul style="list-style-type: none"> • Environmental policy in place and understood by staff
<p>SUGGESTED GUIDANCE</p> <ul style="list-style-type: none"> • Is a statement of intent signed by the senior management, informing customers and staff of the organisation’s commitment to minimising the facility’s impact on the environment
<p>Are action plans in place, with actions implemented to reduce the consumption of utilities and CO2 omissions?</p>
<p>EXAMPLES OF BEST PRACTICE</p> <ul style="list-style-type: none"> • Energy management plan
<p>SUGGESTED GUIDANCE</p> <ul style="list-style-type: none"> • Is there a plan of action linked to the business plan objectives which includes specific measures that will be taken to reduce energy consumption, increase the recycling of waste and reduce the overall carbon footprint of the facility
<p>Is there a regular testing regime in place for the management of water?</p>

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EXAMPLES OF BEST PRACTICE

- Pool water treatment
- Spa water treatment
- Pool/spa water testing recorded
- Balance water testing
- Water systems and treatment – legionella

SUGGESTED GUIDANCE

- Is pool water treatment carried out in line with recommendations in Pool Water Treatment Advisory Group (PWTAG), such as water testing regimes and microbiological testing
- Is the Spa Pool water treatment carried out in line with recommendations from the Health Protection Agency guidance on spa pools
- Does the management record and measure the results of pool water testing, water and air temperature and humidity testing
- Do the management conduct weekly balanced water tests for the swimming pool
- Is the water system treatment carried out in line with recommendations in 'The control of legionella bacteria ACOP - L8' with control measures and inspections regimes in place

Have staff been trained in environmental awareness?

EXAMPLES OF BEST PRACTICE

- Good housekeeping awareness training

SUGGESTED GUIDANCE

- Are staff provided with the opportunity to attend good housekeeping awareness training, which is delivered by a suitably competent and experienced individual(s)

Is there a designated competent 'Green Champion'?

EXAMPLES OF BEST PRACTICE

- Facility specific environmental champion

SUGGESTED GUIDANCE

- Has a member of staff been nominated as an environmental champion, with the time and resources to fulfil the requirements of their brief
- Has the member of staff been provided with the opportunity of attending training to assist them in carrying out their role

Is utility consumption measured and reviewed?

EXAMPLES OF BEST PRACTICE

- Electricity
- Gas

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<ul style="list-style-type: none"> • Water • Combined Heat and Power (CHP)
<p>SUGGESTED GUIDANCE</p> <ul style="list-style-type: none"> • Are regular utility readings recorded to provide evidence of a measured increase or decrease in consumption and are these results compared against the previous year's readings for the same period from previous year(s)
<p>Is there an active policy of recycle, reduce, reuse, and replace?</p>
<p>EXAMPLES OF BEST PRACTICE</p> <ul style="list-style-type: none"> • Recycling – staff and customer • Reduce the amount of waste • Reuse policy • Replace policy • Environmentally friendly purchasing • Use of local suppliers • Recycled waste is measured and analysed
<p>SUGGESTED GUIDANCE</p> <ul style="list-style-type: none"> • Are processes in place to encourage both staff and customers to recycle waste; is cooking oil disposed of correctly • Are initiatives in place to reduce the amount of waste, such as paper double-sided photocopied, using electronic communication, products purchased where refills are available and buy bulk-packed materials to reduce packaging waste • Are initiatives in place to reuse products, such as provide separate bins for collecting used packaging, envelopes and other materials that can be reused, use re-usable cutlery, dishes, cups and coffee filters, reuse packaging materials including boxes and plastic bags and ask suppliers to take back packaging materials • Are initiatives in place to replace, such as use water-based paints instead of solvent-based paint, use durable items instead of one-off disposable items, choose environmentally friendly alternatives if available, such as biodegradable cleaning chemicals and rubbish bags • Are environmental issues taking into consideration when purchasing; is there a formal environmental purchasing policy • Does the organisation have a policy of using local suppliers when purchasing goods • Is recycled waste measured and compared with the same period from previous year(s)
<p>Is there an internal monitoring/audit process in place?</p>
<p>EXAMPLES OF BEST PRACTICE</p> <ul style="list-style-type: none"> • Periodic auditing • Self-assessment
<p>SUGGESTED GUIDANCE</p>

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- Are regular audits and self-assessments undertaken

Can the facility demonstrate a reduction in utility consumption as a result of actions taken?

EXAMPLES OF BEST PRACTICE

- Up to date and reduced EPC score
- Reduced utility consumption

SUGGESTED GUIDANCE

- Is the EPC certificate reviewed every year and has the score improved
- Is utility consumption decreasing