

FAREHAM

BOROUGH COUNCIL

Report to Planning and Development Policy Development and Review Panel

Date **3 March 2015**

Report of: **Director of Planning and Development**

Subject: **PERFORMANCE REVIEW: ENVIRONMENTAL SUSTAINABILITY
STRATEGY AND ACTION PLAN**

SUMMARY

There has been significant progress made on the Action Plan in the last year on a range of actions including the installation of smart meters, an audit of the Council's housing stock, the development of a 6 unit Passivhaus scheme, the permission of a solar farm and the Council's involvement in "Switch Hampshire". All these achievements should help the Council move towards the overall goals of reducing carbon emissions and managing resources. However, not all actions have progressed and it is important that some of these are prioritised further in the coming year. Furthermore it is important that new actions are encouraged to ensure that progress continues into the next year.

RECOMMENDATION

That the Panel agrees the revised actions and targets in the Environmental Sustainability Action Plan (shown in full in Appendix A) and note the achievements and completed actions since in the 2013/14 financial year.

INTRODUCTION

1. At its meeting on 12 November 2009, the Strategic Planning & Environment (SP&E) Panel considered a draft Climate Change Strategy and recommended it to the Executive. Subsequent to that meeting the strategy was strengthened to cover wider issues in relation to the use of natural resources and reducing the Council's impact on the environment. To reflect this wider remit it was renamed the Environmental Sustainability Strategy and was approved by the Executive on 8 March 2010.
2. The Strategy contained an Action Plan called the Environmental Sustainability Action Plan (ESAP) which set out actions to reduce carbon emissions, manage natural resources more effectively and adapt to climate change. The ESAP was revised in March 2012 and agreed by the Executive in October 2013.
3. This report sets out the updates and achievements to the ESAP in the 2013/14 financial year, but also highlights where actions need revising. The report also highlights new actions for consideration.
4. The format of the Action Plan is based on three distinct categories:
 - (a) Priority actions: These are short/medium term projects that will be delivered in the foreseeable future. Each of these actions are given an indicative timescale for delivery and a lead officer tasked with taking the project forward.
 - (b) Ongoing actions: These are projects that are ongoing and so have no "end date". An update on these projects will be provided by the assigned lead officer at the Corporate Sustainability Group meetings, and for the annual review of the ESAP.
 - (c) Welborne actions: These actions are specific to the Welborne development. These are all related to the Welborne Plan for the time being but will become priority or ongoing actions once the Plan is adopted.

ACHIEVEMENTS

5. There have been a number of achievements in the last years on actions in the action plan, or on other sustainability related projects. These are summarised below:
 - Smart meters installed and connected;
 - Audit of energy and water efficiency of Council housing stock undertaken;
 - Cycle store in the Civic Offices basement expanded and made more secure;
 - Permission given for 6 "Passivhaus" Council units
 - Renewable Energy Capacity Study completed
 - Residents of Fareham save £29,578 through Switch Hampshire scheme
 - Electric vehicle rapid charging point installed in Walled Garden Car Park
 - 16.875MW Solar Farm approved at Newlands, south of Tanners Lane

COMPLETED ACTIONS

6. Smart meters were originally installed as part of the refurbishment of the Civic Offices in 2012. These “smart meters” are connected to the electrical wiring in the building and provide readings on how much energy is being used in certain parts of the building over a given period of time. However, only recently have these been connected to a comprehensive system which now allows the Council to monitor energy use across the different floors of the building. The meters are set up on each floor and will monitor the different use from lighting and sockets. This will allow us to have a better understanding of how much energy is being used from different sources, which in turn will allow us to focus energy saving efforts on high users. The meters will also allow us to better monitor any improvements as a result of energy savings measures that are put into place. This action can now be deleted, and ongoing monitoring will be provided as part of the ongoing action to promote energy efficiency in Council buildings.
7. An audit of the Council housing stock was undertaken by Clouds Environmental Ltd and was completed in October 2013. The audit looked at energy and water efficiency across the different house types that make up the Council’s stock. The study highlighted house types that were the least efficient, but also made a series of recommendations for all house types which would improve efficiency. Building Services are continuing to consider the conclusions of the audit and are putting together a schedule of works based on the audit’s findings. This action can now be deleted, but suggest a replacement action is added to encourage the development of a schedule of works to utilise the audit’s findings.
8. The Council took part in the “Switch Hampshire” scheme in 2013/14 which aimed at saving residents (and businesses) money on their energy bills through collective buying power. The scheme was developed in partnership by Hampshire County Council and all the Local Authorities in the County, including Portsmouth and Southampton City Councils. Three “switches” were run in 2013/14, one in Summer, Autumn and Winter with a total of 11,016 people registering across the County, with 881 from Fareham. In total 170 Fareham residents switched their energy supplier through the scheme, with a projected combined saving of £29,578. Across the County 1,799 people switched using the scheme, with a projected combined saving of £314,672. Given that all planned switches are complete it is recommended that this action is removed from the action plan.
9. The Council commissioned Parsons Brinckerhoff to undertake a Renewable Energy Capacity Study to provide evidence for the Local Plan in terms of the capacity of the Borough to deliver low carbon or renewable energy. The study was completed in August 2013 and highlights that there is potential for solar PV and wind power generation in the Borough. It provides a series of maps which shows “areas of least constraint” for these types of energy generation considering issues such as proximity to buildings, conservation areas and ecological designations. The Study also recommends that District Heating Systems are investigated in certain parts of the Borough. The findings of the Study have been incorporated into the Local Plan and will, in due course, help determine planning applications. This action can now be removed from the action plan.
10. The Action Plan previously included a commitment for the Council to complete a necessary Home Energy Conservation Act (HECA) report, in which the Council would

be expected to set out how it is improving the energy efficiency of its housing stock and the wider Borough. There is no longer a requirement under the current Government to complete a HECA return and so this action will be deleted. Any future actions that would have been part of the HECA return can be added as actions for this Action Plan.

OTHER COMPLETED PROJECTS

11. Further to the above actions the Council has overseen the installation of electric charging points in the Civic Way, Walled Garden Car Park to support and encourage the use of electric vehicles in the Borough. The charging points in the car park are currently the only publically accessible charging points in the Borough but are part of a wider network which has been supported by Hampshire County Council, with the aim of providing charging points at suitable locations across the County.
12. In September 2013 Fareham Borough Council approved an application to install a photovoltaic solar farm at the land at Newlands Farm, south of Tanners Lane and west of Newgate Lane. The solar farm, now complete, will deliver 16.875MWp of renewable energy which is enough (using average household energy use figures from OFGEM) to provide electricity for 5,200 households.

REVISED ACTIONS

13. The cycle store in the basement of the Civic Offices has been upgraded and expanded to provide additional, and more secure, cycle storage for staff. The previous cycle storage facility was only the stairwell accessed from the outer door in the basement. There were limited storage space and no proper cycle racks, whilst there were ongoing safety concerns with the key system entry. The works, completed in 2013/14, involved knocking through into the former archive area of the basement and providing a new badge operated door, in addition to the key entry system, for additional security. A second phase of the project, to install shower and locker facilities in the basement is being considered. This action will be revised to take into account progress but retain necessity to consider shower/locker facilities.
14. The Council has developed a scheme for 6 homes to be built in Coldeast Close to Passivhaus standards. Passivhaus buildings are built to high efficiency and airtightness standards therefore providing thermal comfort without the need for traditional heating systems. The scheme was given approval in 2014, and the units, once complete, will be let by the Council on affordable rent. The scheme was given approval by the Executive to enter into contract with a preferred developer and an overall budget has been set at £1,000,000. Start on site is forecast for April 2015, with completion towards the end of 2015. This action will be revised to take into account progress but will be retained to consider further issues with construction and ongoing monitoring.
15. The Council has not progressed the investigation of water saving technology at the Civic Offices or rainwater harvesting at the Council Depot in the past 12 months due to the progression of other priorities. Given that the Council spends significantly on water at both the Civic Offices and the Depot there are clear financial benefits that can be achieved by better understanding water usage and the technologies that can potentially be applied. It is recommended that the investigation of water saving technology, including potential rainwater harvesting, be prioritised in the coming year.

16. Fareham Borough Council is a promoter of the Solent Green Deal, which is a partnership between a number of Local Authorities to roll out the Government's Green Deal programme locally. The Green Deal programme aims to improve the building stock of the country by encouraging home owners and landlords to have "Green Deal" assessments of their properties. These assessments highlight potential improvement works that can be undertaken and the home owner or landlord uses the Green Deal scheme to fund their chosen works. The scheme is basically a loan deal, but under the premise that the loan repayments will be less than the money saved by installing the works. The Council was not convinced of the business case for the Solent Green Deal and stopped short of joining as a partner member, but has promoted the scheme on its website. The scheme has not enjoyed much success very few assessments being undertaken in the Borough, and only a handful of works being carried out. This is partly due to the basic principal of the Green Deal, but also due to more competitive offers in the market place. The Action Plan will continue to monitor the progress of the Solent Green Deal, but will not pursue further involvement in the project at this time.
17. The Action Plan includes an action to pursue high building standards in new developments, utilising the Code for Sustainable Homes and BREEAM standards set in the Local Plan. All new applications are currently encouraged to meet Code for Sustainable Homes level 4 for residential buildings and BREEAM "excellent" for non-residential. However, recent Government consultation on the "Building Standards Review" indicates that the Government are seeking to remove such building standards from planning documents, replacing the standards with requirements through building regulations. As this is not currently adopted policy the Council will still seek to achieve the relevant standards as set out in the Local Plan, however, this may be reviewed in due course.

NEW ACTIONS

18. The Council is currently constructing an Innovation Centre as part of the wider Enterprise Zone at Daedalus. The scale and shape of the building, with large areas of flat roof, represents a good opportunity for energy generation through solar panels. A new action is to be added to the Action Plan which seeks to investigate this potential and seek to install solar panels. This will, in turn, reduce energy bills of the new building as well as providing ongoing income through the Government's feed-in-tariff.
19. Similarly to the above, there are opportunities for solar panels to be installed on other Council owned buildings around the Borough which should be investigated. One large, and currently unutilised, resource is the Council's housing stock. An additional benefit of installing solar panels of the Council's housing stock could be the potential to reduce energy bills of Council tenants, which could potentially reduce fuel poverty. A new action is, therefore, to investigate the potential for solar panels to be installed on Council housing stock.
20. Improving the energy and water efficiency of the Council's housing stock should help reduce fuel poverty for residents by lowering bills, but will also reduce CO2 emissions and protect water resources in the Borough. This priority will continue to be progressed and will, in part, be informed by the recently completed Clouds Environmental Ltd audit of Council housing stock, which highlighted potential areas of savings. A new "ongoing" action will be added that highlights the importance of improving the energy and water efficiency of the Council's housing stock. In the last year the Council has started to implement a number of efficiency measures at Arras

House flats including replacement doors windows, installation of gas fired central heating and showers. In the future, a major capital investment programme over the next 10 years is due to commence to replace old, inefficient double glazed windows with new A-rated windows.

WELBORNE ACTIONS

21. All the actions surrounding sustainability at Welborne have progressed as part of the Welborne Plan, with additional feasibility work done on various individual elements. The Welborne Plan was submitted to the Secretary of State in June 2014, with hearings held into its "soundness" in October 2014. The Plan, if found sound, will most likely be adopted by May 2015, which has been reflected in the Action Plan. The next step will be the Planning Application, in which the majority of the Actions will be finalised and set out in detail. The Action Plan has been amended to remove focus on the potential Energy Service Company and/or a Combined Heat and Power system as these are now part of a wider action requiring an Energy Strategy to be produced. This reflects the wording of the Welborne Plan and acknowledges that there are a wide range of technologies and methods that can be utilised to achieve high energy efficiency standards in the new community.

CONCLUSION

22. Significant progress has been made on a number of actions in the ESAP in the last year, with a number of actions completed. It is important for the Council to maintain this progress and continue to lead by example by acting sustainably, reducing carbon emissions and protecting natural resources. It is recommended that the Panel note the progress made to date and agree the revised and new actions and targets within the Action Plan.

Appendices: A: Revised Environmental Sustainability Action Plan

Enquiries:

For further information on this report please contact Mark Chevis. (Ext 4551)

Environmental Sustainability Action Plan Update

The following action plan lists out various actions which will help to meet the Council's Priority to "protect and enhance the environment", and to help meet one of the four key objectives. The Action Plan is split into three sections:

- A. Priority Actions: These are short/medium term projects that will be delivered in the foreseeable future. Each of these actions are given an indicative timescale for delivery and a lead officer tasked with taking the project forward.
- B. Ongoing Actions: These are projects that are ongoing and so have no "end date". An update on these projects will be provided by the assigned lead officer at the Corporate Sustainability Group meetings, and for the annual review of the ESAP which is taken to the SP&E Panel.
- C. Welborne Actions: These actions are specific to the Welborne development. These are all related to the Welborne Plan for the time being but will become priority or ongoing actions once the Plan is adopted.

Please note that the Sustainability Co-ordinator will play a supporting role in progressing all actions on the list.

Key Objectives

- Reduce carbon emissions across Council operations by 20% by 2020 (baseline 2012)
- Reduce the Carbon footprint of the Borough
- Manage Natural Resources More Efficiently
- Ensure Welborne promotes high levels of resource efficiency, particularly for energy, water and waste

A. Priority Actions

No.	Action	Lead Officer	Timescale	Justification	Performance Review
1	Install & connect smart meters in the Civic Offices, whilst allowing for additional meters to be installed in at Ferneham Hall and the Council Depot	Head of Estates	December 2013	Smart meters will help the Council accurately monitor the energy usage across Council buildings and will help identify areas of potential savings, as well as providing accurate information on the success of energy saving initiatives.	COMPLETED AND DELETED
2	Undertake external audit of all Council housing	Head of Building	Audit Report by	To ensure all Council housing stock is efficient as	COMPLETED AND DELETED – REPLACED WITH NEW ACTION 10

No.	Action	Lead Officer	Timescale	Justification	Performance Review
	stock, which includes investigating methods of reducing energy consumption and possible use of renewable source for electricity and heat	Services	July 2013. Likely to result in future actions.	possible and offers residents and the Council savings on energy and heating bills. Will also help reduce carbon emissions on Council operations.	
1	Investigate potential for rainwater harvesting for Depot	Head of Estates	December 2015	Option to reduce Depot water consumption. Harvested rainwater can be used for vehicle washing amongst other things.	No progress due to prioritisation of other actions. Needs to be progressed in coming year
2	Investigate alternative cycle storage/shower and locker facilities in the Civic Offices	Head of Estates	March 2016	Improved facilities will encourage more staff to cycle (or run) to work, meaning less car usage.	First phase completed with expanded facilities and increased security provided. Second phase to install shower/locker facilities being investigated.
3	Investigate potential for water saving technology in the Civic Offices & Depot, such as waterless urinals, dual flush toilets, better shower/tap fittings	Head of Estates	December 2015	Option to reduce Civic Offices and Depot water consumption. These methods are potentially simple and low in cost.	No progress due to prioritisation of other actions. Needs to be progressed in coming year
4	Replacing windows in Civic office	Head of Building Services	2017/18	Major project but potentially big savings through reduced need for heating or cooling of the building. Will also help reduce carbon emissions on Council operations.	Programmed for 2017/18.

No.	Action	Lead Officer	Timescale	Justification	Performance Review
5	Pilot the erection of new affordable housing units using a variety of different building techniques	Head of Strategic Housing	Completion by end of 2015	Demonstrates to other house buildings the benefits of different construction techniques. Potential to utilise the information for much larger schemes, such as Welborne.	Strategic Housing has identified two potential sites (Coldeast Close and rear of 123 Bridge Road) which currently belong to HCA. Currently in the process of finalising land acquisition with report taken to 2 nd September Executive.
6	Undertake Renewable Energy Capacity Study to ascertain capacity for renewable energy in the Borough	Head of Planning Strategy & Environment	Study complete by end of September 2013	Required by the National Planning Policy Framework, but also allows us to understand the capacity for different types of renewable technology in the Borough as well as the most suitable locations.	COMPLETED AND DELETED
6	Work with PUSH authorities to help the roll out of Green Deal in the Borough	Sustainability Co-ordinator	Review March 2016	Government initiative to improve the energy efficiency of homes across the UK. By becoming a promoter of the Solent Green Deal the Council has a degree of control over the direction of the scheme, ensuring residents receive high quality service, but at no immediate cost.	The "Solent Green Deal" has been led by Officers from Portsmouth City Council, Eastleigh Borough Council and Southampton City Council and recommends a joined up approach between Local Authorities. There has been limited take up by residents in Fareham and involvement in the project will be reviewed over the coming year.
7	Work with Hampshire County Council to promote "Switch Hampshire". The scheme is designed to	Sustainability Co-ordinator	First switch June 4, further switches due in	Provides residents with a simple way of potentially saving money through collective buying power. There is no obligation to	COMPLETED AND DELETED

No.	Action	Lead Officer	Timescale	Justification	Performance Review
	get residents reduced energy tariffs through collective buying power		Autumn and Winter	switch when signed up and therefore residents have “nothing to lose”, but can make significant savings.	
7	Investigate potential of solar panels on Fareham Innovation Centre	Director of Finance	December 2015	To provide lower energy bills for building and provide income for the Council through the feed-in-tariff	NEW ACTION
8	Investigate potential for solar panels of Council Housing Stock	Sustainability Co-ordinator	March 2016	To provide lower energy bills for tenants and potentially reduce fuel poverty	NEW ACTION

B. Ongoing Actions

No.	Action	Lead Officer	Justification	Update
9	Promote water and energy efficiency with Staff in Civic Offices/Depot	Head of Estates/Head of Corporate Services	Encourage staff to save energy and water should lead to potential savings for the Council. Will also help reduce carbon emissions on Council operations.	The installation of smart meters will help the Council fully understand who is using the energy and for what. This will be monitored over the coming year to highlight areas of potential savings and areas of high usage.
10	Report on Home Energy Conservation Act. The Council is required to submit a bi-annual progress report to the government on issues relating to energy efficiency and energy conservation	Head of Strategic Housing	The Council is required to produce this report.	NO LONGER A REQUIREMENT – ACTION DELETED
10	Improve energy and water efficiency in Council Housing Stock	Head of Building Services	To ensure all Council housing stock is efficient as possible and offers residents and the Council savings on energy and heating bills.	NEW ACTION

No.	Action	Lead Officer	Justification	Update
11	Co-ordination of sustainable travel initiatives.	Sustainability Co-ordinator	To encourage staff and residents to travel by means other than the private car.	Installation of rapid electric charging points in Walled Garden Car Park, Civic Way should encourage the use of electric vehicles. Completion of Council's Green Infrastructure Strategy should promote additional cycle links being completed in the Borough.
12	Reduce energy consumption in the Vehicle Fleet.	Director of Street Scene	For financial savings through less fuel costs, but also to reduce carbon emissions on Council operations.	<p>There are currently six Refuse Collection Vehicles (RCV's) that have an electronic hoist fitted. Improvements in fuel consumption vary, depending on where the vehicles are used (urban/rural) however, the fuel saving is approximately 25%.</p> <p>There are two RCV's that have hydraulic hoists fitted with Eco Drive Assistance (EDA) fuel saving devices that have reduced consumption by approximately 9%.</p> <p>There are also six RCV's delivered between 2012-14 that have been fitted with fuel saving devices. These devices have been tested and have delivered fuel savings of between 10 and 20%. Based on a reduction of 10% it will take around three years to recover the cost at current fuel prices.</p> <p>All vehicles now fitted with GPS units</p>
13	Communicate with local residents and providers to reduce domestic energy and water consumption	Head of Corporate Services	As a Community Leader the Council has an obligation to provide residents and local	As part of a continuing action to engage with residents Fareham has, in collaboration with a number of other Local Authorities in

No.	Action	Lead Officer	Justification	Update
			businesses with advice and information on ways to save money. Reducing energy and water consumption can help with this.	Hampshire, developed a series of simple and informative leaflets. The leaflets contain bullet points setting out helpful messages and suggesting ways of acting more sustainably and saving money. These leaflets will be made available on our website, but will also be available for use at CAT meetings and other public events. The following topics are covered: Top tips, Electricity, Heating, Hot Water, Water, Insulation and draft proofing, Renewable Energy, Electric Heating, Transport & Travel, Waste & Recycling, Adaptation.
14	Apply conditions to planning applications in order to meet Code for Sustainable Homes/BREEAM levels unless it can be demonstrated to be unviable, as set out in Policy Core Strategy Policy CS15	Head of Development Management & Trees	This will be continually monitored to ascertain its effectiveness, but it should be a major step forward in ensuring that new homes built in the Borough are of a high standard in sustainability terms.	The Development Management & Trees service is now adding conditions to permissions for residential development to ensure that new housing schemes meet Code for Sustainable Homes Level 4 (or above). An independent assessment of new homes prior to occupation is required in order for a certificate to be produced which, in turn, satisfies the condition.
15	Monitor waste procedures in Civic Offices and Depot and promote awareness of recycling amongst staff	Head of Democratic Services	Reduces waste to landfill and ensures the Council is managing natural resources as efficiently as possible.	The importance of recycling has been re-emphasised to staff via the Council's intranet system, with messages provided on SID.
16	Continue our partnership with Project Integra and Hampshire Council to: a) increase waste recycling including the review of the collection of different materials b) reduce and	Director of Street Scene	Reduces waste to landfill.	Project Integra board is currently considering a proposal to include additional plastic types in the recycling mix to improve capture rates. The costs of such an initiative are currently being worked up.

No.	Action	Lead Officer	Justification	Update
	eventually eliminate use of landfill including reviewing options for waste streams currently sent to landfill.			The latest data indicates that in Hampshire, the percentage of waste that goes to landfill is 8%, which is one of the best rates in the UK.
17	Adopt an approach to procurement which has sustainable procurement of goods, materials and services as a major component.	Director of Finance and Resources	Ensures that all products and services acquired by the Council are as sustainable as possible.	The Council Procurement Strategy (currently awaiting approval) includes a section on sustainability, which requires to investigate opportunities for energy consumption reduction, emission output reduction, recycling, reduced usage, bulk delivery and better packaging. There is also emphasis on suppliers to bring forward new/emerging design technology that has a positive and measurable impact upon the environment.

C. Actions for Welborne

No.	Action	Lead Officer	Timescale	Justification	Update
18	Investigate feasibility of implementing an Energy Service Company (ESCO) or Multi-utility Service Company (MUSCO) to deliver sustainable utility infrastructure for Welborne	Director of Finance	Investigate feasibility by March 2014	Potentially provides Welborne with sustainable utility infrastructure (including energy) in a planned, timely and cost-effective manner.	DELETED AND REPLACED BY ACTION 18
19	Plan for a Combined Heat and Power (CHP) or district heating network to serve the District Centre	Director of Planning and Development	Investigate feasibility by March 2014.	Potentially provides highly sustainable source of heat and power to residents and businesses of Welborne.	DELETED AND REPLACED BY ACTION 18

18	Require an Energy Strategy to demonstrate how the development will minimise the use of energy, achieve high energy efficiency standards, and maximise the use of low or zero carbon technologies including district energy networks.	Director of Planning and Development	Policy adopted May 2015	Provide highly sustainable source of heat and power to residents and businesses of Welborne.	NEW ACTION
19	Provide dedicated pedestrian and cycle links within Welborne that link to connections to neighbouring settlements	Director of Planning and Development	Policy adopted May 2015	Ensures residents of Welborne can access the wider area by means other than the private car.	Policy included in the Welborne Plan. Final routes of proposed links will not be decided until planning application is received.
20	Optimise energy efficiency in the new development and ensure a proportion of new dwellings are built to "passivhaus" standard	Director of Planning and Development	Policy adopted May 2015	Ensures a proportion of buildings in Welborne have a high level of air tightness meaning they need less energy to heat and cool them.	Policy included in the Welborne Plan. Actual number of units predicted to be built to Passivhaus standard will not be known until planning application is received.
21	Ensure all new residential development at Welborne will be designed to achieve good practice standards of water efficiency	Director of Planning and Development	Policy adopted May 2015	Ensures that properties in Welborne use less water and thus helps protect the natural resources of the area.	Policy included in the Welborne Plan. Level of water efficiency predicted to be delivered will not be known until planning application is received.
22	Make provision, as part of the Welborne development, for additional Household Waste Recycling Centre (HWRC) capacity to meet the needs of the development.	Director of Planning and Development	Policy adopted May 2015	Potentially means that residents of Welborne, and the surrounding areas, have an accessible HWRC and do not need to drive further afield.	Issue included in the Welborne Plan. Potential site identified at Pinks Hill.

23	Supporting future BRT links to Welborne	Director of Planning and Development	Policy adopted May 2015	Ensures residents of Welborne have a suitable alternative to the car that provides easy access to Fareham and beyond.	Policy included in the Welborne Plan. Final route of BRT likely to be established through planning application.
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