



Section 6:

*Defence Related
Environmental
Assessment Method
(DREAM)*

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DREAM Assessment

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HOW TO USE THIS GUIDANCE

This section provides practical guidance for undertaking Defence Related Environmental Assessment Method (DREAM). The structure of this guidance is summarised below.

- Chapter 6.1:** introduces the policy and circumstances where DREAM may be needed and who should undertake DREAM;
- Chapter 6.2:** illustrates the DREAM structure;
- Chapter 6.3:** explains the training; and
- Chapter 6.4:** shows the contacts and further information.

Who is the guidance aimed at?

This guidance provides a basic level of understanding to meet the requirements for policy compliance within MOD and is targeted at Project Managers and Integrated Project Team (IPT) Leaders. If you need to assess the requirement for, or undertake a DREAM assessment on your Project and want to know more detail about the process, information on the staff within MOD who are able to advise and assist is contained in Box 6.2.

Frequently asked questions

A summary of where to find information in this guidance booklet (based on frequently asked questions) is provided below. This summary is intended as a tool to direct the reader to the relevant section of the guidance booklet based on specific questions they may have.

Frequently Asked Question	Relevant section of guidance booklet
What is DREAM?	Paragraph 6.1.1
Should I undertake DREAM?	Summary Section – Box 6.3
When does DREAM apply to my Project?	Paragraph 6.1.11
Who is responsible for undertaking DREAM?	Paragraph 6.1.14
How do I obtain a Log On?	Paragraph 6.1.22
What are the likely timescales and resource requirements for DREAM?	Paragraph 6.1.18
What assistance is available to help understand the requirements of DREAM?	Paragraph 6.1.21
What DREAM training is available?	Section 6.3

This DREAM Guidance for MOD will be updated as good practice and MOD case studies emerge. To assist with the development of this guidance booklet please email any suggestions/feedback to dream@de.mod.uk.

6.1 INTRODUCTION

What is DREAM?

- 6.1.1 DREAM is an environmental performance assessment tool which enables the MOD to meet its policy requirements (outlined in Box 6.1 and Figure 6.1) and ensures that clients, designers and contractors deal positively with environmental issues relevant to the project at the various project and post project stages (outlined in Figure 6.1). DREAM provides a performance rating for projects at each stage.
- 6.1.2 DREAM was designed and developed by DE Property to specifically address the unique nature of MOD buildings and sites and provides the MOD with an equivalent to the industry standard (see 6.1.5). DREAM is a web based tool which comprises of a series of modules for defence building types and covers new build and refurbishment projects. DREAM was designed for use by Project Managers and it enables them to influence the rating achieved by addressing the environmental issues throughout the various phases of the project's development. There is no charge for using the DREAM tool.
- 6.1.3 It is estimated that DREAM can be applied to 80% of MOD buildings. In circumstances where DREAM is considered inappropriate but an environmental performance assessment is required (based on trigger criteria in Box 6.3) then one of the following equivalents may need to be used.

Building Research Establishment's Environmental Assessment (BREEAM)

- 6.1.4 BREEAM offers a fully certified environmental assessment of construction projects and can be used to assess a range of building types including: Offices, Industrial Units, Retail Units and Schools. Other building types such as leisure centres and laboratories can be assessed using bespoke BREEAM. The MOD may need to use BREEAM where there is no DREAM module appropriate to carry out an assessment.

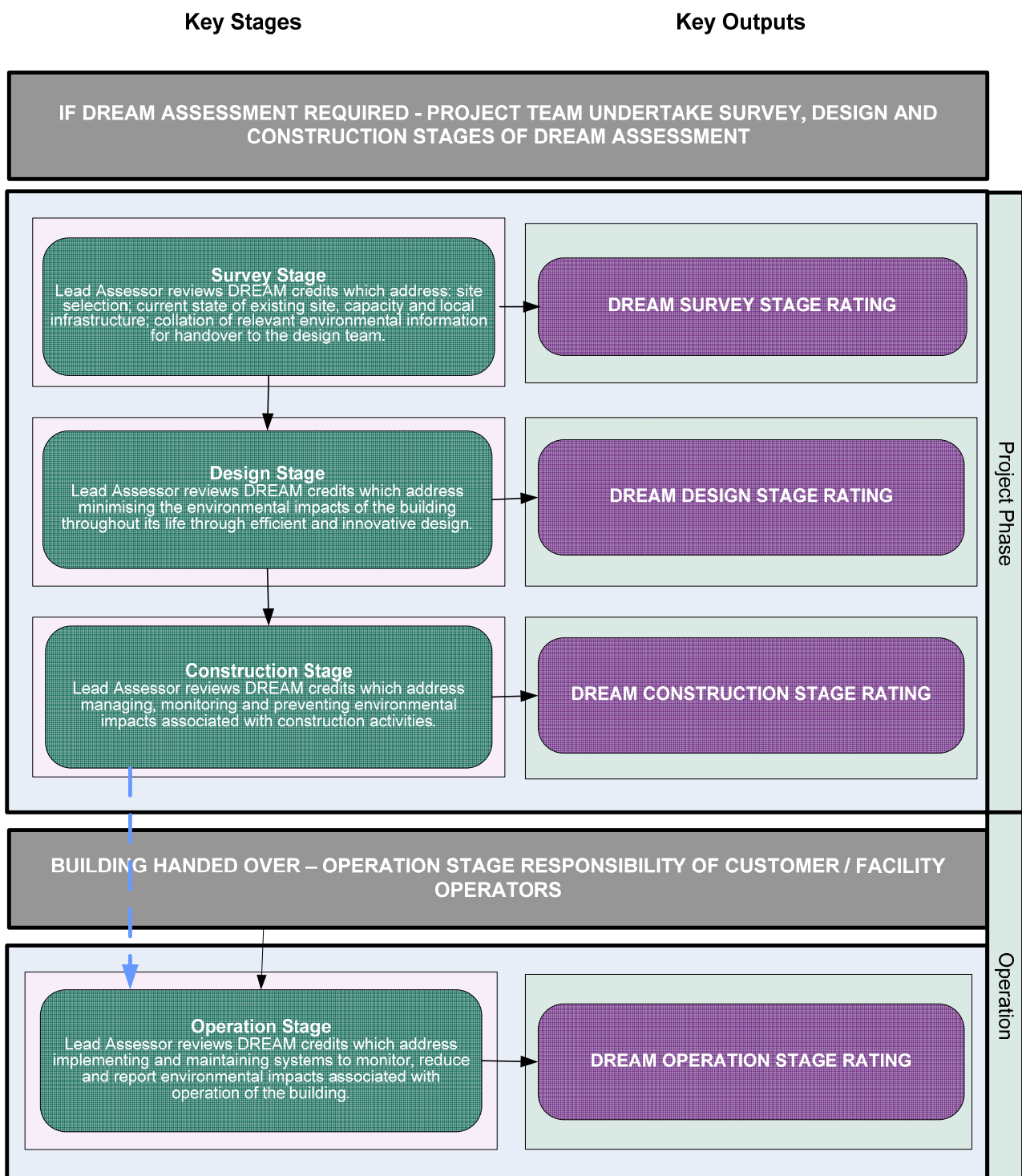
EcoHomes

- 6.1.5 EcoHomes is a version of BREEAM and focuses on providing environmental performance assessment for new, converted or renovated homes including houses, flats and apartments. DREAM is appropriate for assessments on large living accommodation projects such as Single Living Accommodation Modernisation (SLAM), however the MOD would need to use EcoHomes for housing works.

Civil Engineering Environmental Quality (CEEQUAL)

- 6.1.6 The CEEQUAL Award is designed to address the environmental quality of civil engineering projects. It is applicable to all types and sizes of civil engineering projects and works. In the MOD this would be appropriate for project works including Aircraft Runways, Dockyards and Car Parks.
- 6.1.7 The requirement for undertaking DREAM for MOD projects is a policy requirement (outlined in Box 6.1 and Figure 6.1). Failure to complete a DREAM assessment (or equivalent) can result in refusal of planning permission.

Figure 6.1: Key Stages of DREAM



Why undertake DREAM?

- 6.1.8 The built environment has a huge impact on sustainable development and our lives. It makes heavy demands on our natural resources, is energy intensive and, if poorly managed, can have adverse effects on our communities and businesses. The MOD recognises these impacts and the need for effective management in this area. Environmental measures implemented at design, construction and through the whole life use of a facility will mitigate this damaging impact, reduce running costs and help create better working and living conditions.
- 6.1.9 Whilst it is not currently a legislative requirement to undertake an environmental performance assessment, it is often required as part of the Town & Country planning process. The removal of crown immunity from Town & Country Planning legislation in June 2006 has brought, and will continue to bring, increasing requirements for assessments to be completed as a prerequisite to planning approval.
- 6.1.10 The requirement for undertaking DREAM for MOD projects is driven by a policy requirement which is outlined in Box 6.1. MOD policy underlines the need for DREAM (see Policy Instruction 05/09), which needs to be considered for all new build and refurbishment projects. The policy instruction states that '*DREAM methodology and assessment tool should be used wherever possible in preference to any other environmental performance assessment tool*'.

Box 6.1. Policy Requirements for DREAM within MOD

The Office of Government Commerce (OGC) Common Minimum Standards

The requirements is for 'An appropriate environmental assessment process such as BREEAM or an equivalent (e.g. CEEQUAL, DREAM etc.) appropriate to the size, nature and impact of the project must be carried out on all projects. Where BREEAM is used, all new projects are to achieve an "excellent" rating and all refurbishment projects are to achieve at least "very good" rating, unless site constraints or project objectives mean that this requirement conflicts with the obligation to achieve value for money. Where an alternative environmental assessment methodology is used, projects should seek to achieve equivalent ratings'.

The Sustainable Operations on the Government Estate targets

Alongside the sustainable targets, launched in June 2006, were a common series of enabling activities have been mandated to ensure implementation and delivery against specific commitments. This includes the application of BREEAM excellent standards, or equivalent for all new builds and major refurbishments. ***As a result the Government has committed MOD to achieving BREEAM or equivalent 'excellent' for all refurbishment and new build projects.***



Box 6.2: Further Advice and Guidance

For further advice on the requirement for DREAM contact:

Policy & Implementation:

DE Estate Property Directorate, Programme Team

Contact: DE Prop-Prog Man1b – 94421 2232 / 0121 311 2232 or dream@de.mod.uk

DE Prop-Prog Man – 94421 3870 / 0121 311 3870

**When should a DREAM assessment be undertaken and on what activities?**

- 6.1.11 The requirement to complete assessments is no longer linked to project/activity costs. Project teams should remain pragmatic judging each activity independently. Where potential environmental impact is low then a simplified approach based on a checklist developed from the Sustainability Appraisal criteria may be more appropriate (see Section 3 of this Handbook). The trigger criteria shown in Box 6.3, should be used as a guide to consider where an environmental performance assessment should be undertaken.

Box 6.3: Trigger Criteria

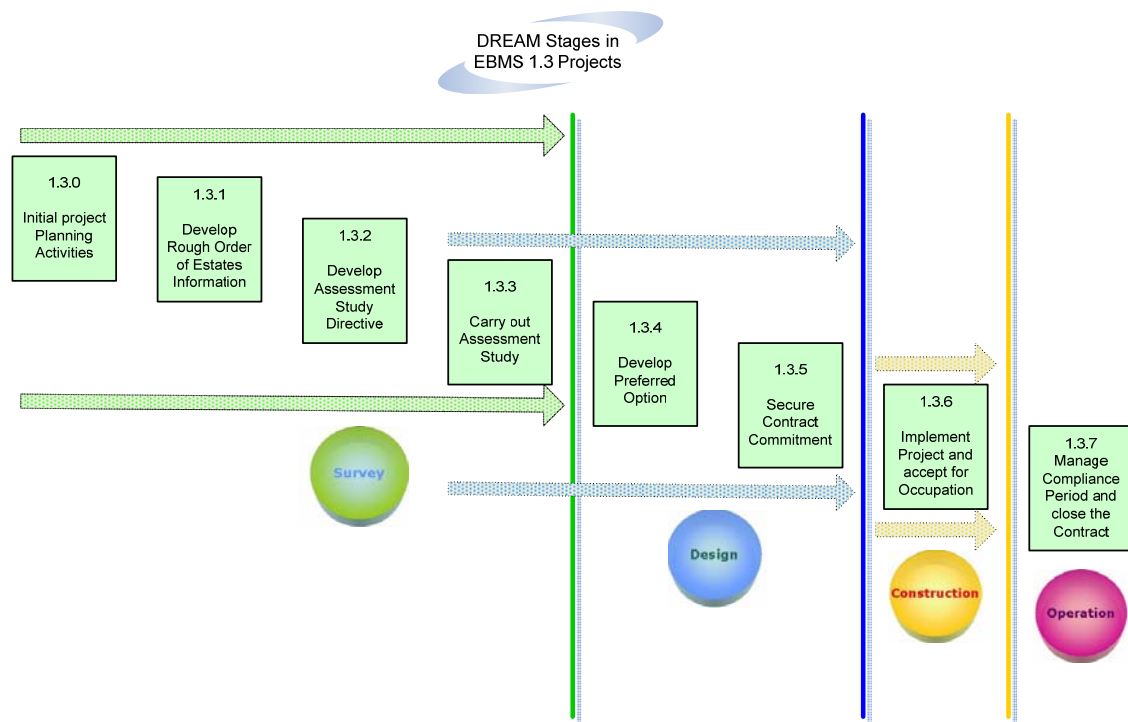
1. The below criteria is a guide to assist Project teams to consider whether an Environmental Performance Assessment needs to be undertaken, where the following construction activities meets any of the following criteria then an assessment should be completed:
 - a. It is new build
 - b. It is refurbishment where planning permission is required e.g. For change of use
 - c. It is refurbishment not requiring planning permission but where there are several material effects on the fabric of the building or its services e.g. new heating system, new lighting system, thermal element*, waste and materials
 - d. It is on a site protected under environmental legislation (e.g. SSSI, SAC, SPA, RAMSAR etc)
 - e. The work is designed to improve energy efficiency

* Thermal element means a wall, floor or roof (but does not include windows, doors, roof windows or roof lights) which separates a thermally conditioned part of the building.



- 6.1.12 Where Project Managers are still unsure of where DREAM should be implemented they can contact DE Programming team (see Section 6.3 Contacts and Further Information – Internal Contacts).

- 6.1.13 Fig 6.2. demonstrates in detail the relationships between DREAM and the 1.3 process. Similarly, a summary of how DREAM relates to all other appraisal tools can be seen in Fig 6.3.

Figure 6.2: DREAM stages within the MOD 1.3 process map**Who is responsible for undertaking DREAM?**

6.1.14 Responsibility for undertaking an assessment is split into two, which relate to the project stages.

Project Phases

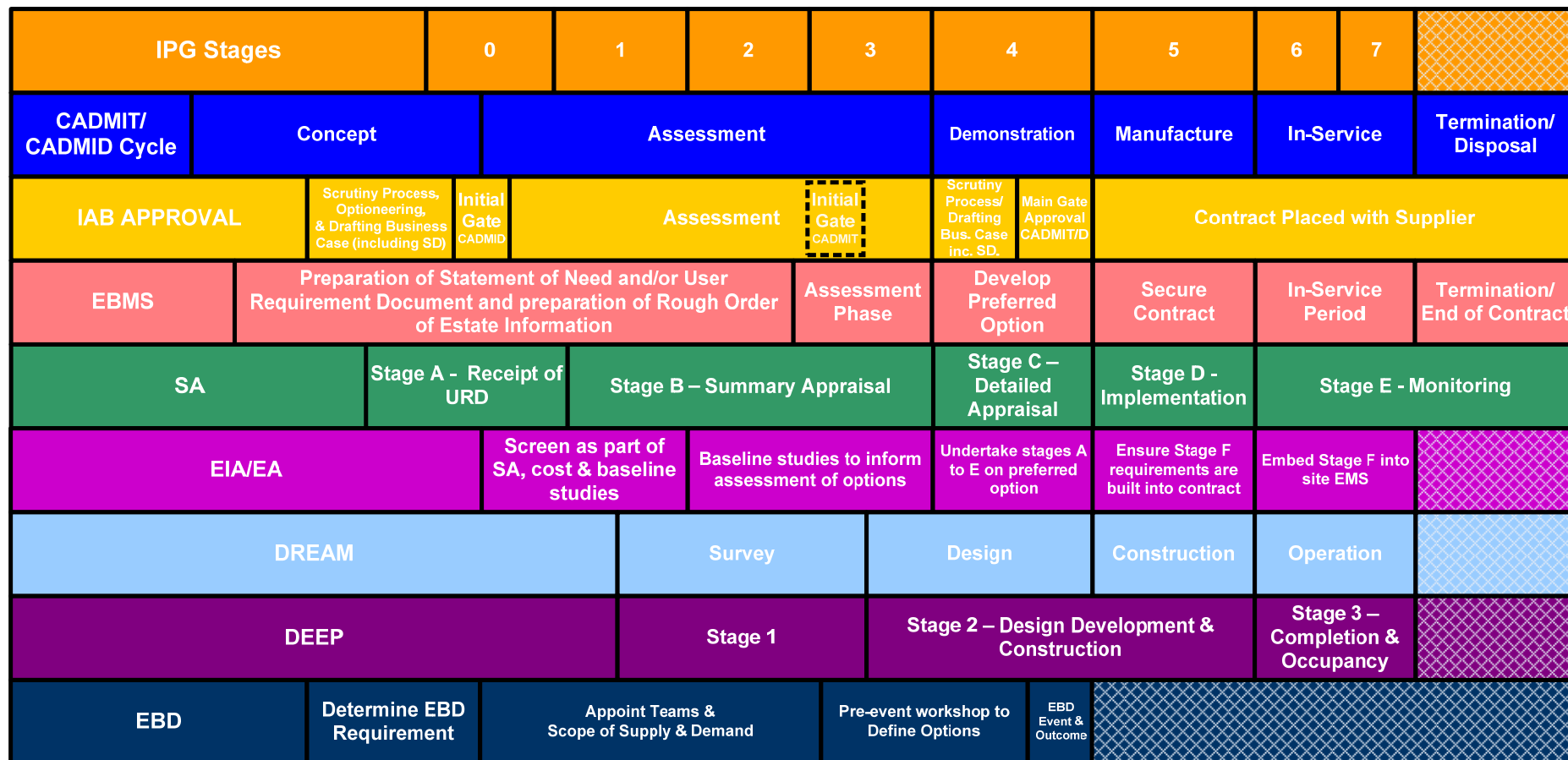
6.1.15 IPT Leader or Project Manager's responsibility to assess the requirement for undertaking a DREAM assessment. DREAM was designed to be used by Project Managers to enable them to be part of the process and assist them in making decisions which will benefit both the building and the environment. Alternatively Project Managers could use external assistance to undertake the assessments. The person responsible for the gathering evidence is the Lead Assessor.

6.1.16 Throughout the process the Customer should have been involved with the assessment to ensure that their requirements for the building are met. Within the Construction phase there is a mandatory credit (C-PR7) where the building documents and the associated DREAM assessment is handed over to the Customer. Following this the Customer takes on responsibility for the remaining DREAM assessment phase.

Operation Phase

6.1.17 The Operation stage of the assessment transfers to the appropriate person responsible for the building. This should either be the Facilities Manager, Building Manager or appropriate responsible person.

Figure 6.3. Relationship between Sustainability Appraisal (SA), the CADMIT/D cycle, Defence Estate's Estate Business Management System (EBMS), the Investment Approvals Board (IAB) process, Integrated Project Guide (IPG) stages, Environmental Impact Assessment (EIA) / Environmental Assessment (EA), Defence Related Environmental Assessment Methodology (DREAM), Defence Excellence Evaluation Process (DEEP) and Enquiry by Design (EBD)



What are the likely timeframes and resource requirements for DREAM?

6.1.18 The DREAM process follows the timeframe of the project; the stages are shown in Fig 6.2.

6.1.19 The time taken to complete an assessment will depend on the following factors:

- The stability of the project's scope/outputs, such as the building's design.
- Provision of the necessary evidence and information from other Project team members in support of the credits.
- Experience in using the DREAM tool, or equivalent environmental assessment tool.

6.1.20 As an estimate, a project with an unchanged scope, where all information was provided to the Lead Assessor when requested, and the Lead Assessor has experience in using an environmental performance assessment tool, then we can estimate that each stage of the DREAM stage would take approximately 2 days to complete. This time includes collating and adding necessary evidence required into the 'Assessors Notes' in the tool, it does not include conducting and producing any reports required by the tool such as the renewable energy feasibility study.

What assistance is available to help understand the requirements of DREAM?

6.1.21 A DREAM User Handbook is available on the front page of the DREAM website (www.dreamassess.com), which provides background policy information along with a step-by-step guide on how to use DREAM. Any other specific queries should be forwarded to DE Property – Programming Team (see Internal Contacts).

How do I obtain a DREAM Log In?

6.1.22 Go onto the DREAM website (www.dreamassess.com) and click the 'Apply for Log In' button. Then complete the form with all the necessary details and click 'apply'. An email will then be generated and sent to DE Property who will create an account and email the log in details back.

How is DREAM's integrity assured?

6.1.23 The Lead Assessor must ensure that all the necessary evidence has been gathered and is in place score within the Assessors Notes to achieve the proposed before submitting each assessment stage.

6.1.24 DE Property Directorate undertake a series of audits on DREAM assessments to check the scores against the evidence provided. The audits are undertaken in two stages, the first is a desktop study reviewing information available online, the second stage (if required) is either a further desktop study or site visit which is undertaken where the necessary evidence has not been made available. Where evidence cannot be provided the scores of these assessments will be adjusted accordingly.

6.2 DREAM STRUCTURE

6.2.1 This chapter provides guidance on the structure of the DREAM tool.

DREAM Ratings

6.2.2 DREAM assessments are rated on the following scale:

- Excellent 70%
- Very Good 55%
- Good 40%
- Pass 25%

DREAM Modules

6.2.3 There are eight standard DREAM modules, these are broken down into four buildings types and each has New Build and Refurbishment components. The modules are designed to cover a range of MOD buildings and these are described below, with examples of their suitability:

- Hangars and Workshops
 - Hangars, Workshops, Fire Stations, Warehouses, Large Open Plan Gyms
- Kitchen and Dining Facilities
 - Messes, Kitchens, Restaurants, Canteens, Bars, Educational Facilities
- Commercial Space
 - Offices, Conference Facilities
- Living Accommodation
 - Single Living Accommodation

Environmental Categories

6.2.4 Within the four stages (outlined in Figure 6.1) the DREAM questions are arranged under the following environmental categories:

- Biodiversity and Environmental Protection
- External Environmental Quality
- Energy
- Internal Environmental Quality
- Procurement
- Travel
- Water
- Waste

Reports

6.1.5 Within the four stages (outlined in Figure 6.1) the DREAM questions are arranged under the following environmental categories:

- Consultation with relevant statutory bodies for Cyprus and Germany as detailed within their respective Regulations.

6.3 DREAM TRAINING

- 6.3.1 This chapter provides guidance on the different types of DREAM training available and who is eligible for training.

Training Courses

- 6.3.2 Box 6.4 shows courses where an element of DREAM training is provided to all new staff to DE Ops North, South and International. This training is provided by the Defence Estates (DE) Estate Management Training Team (EMTT).

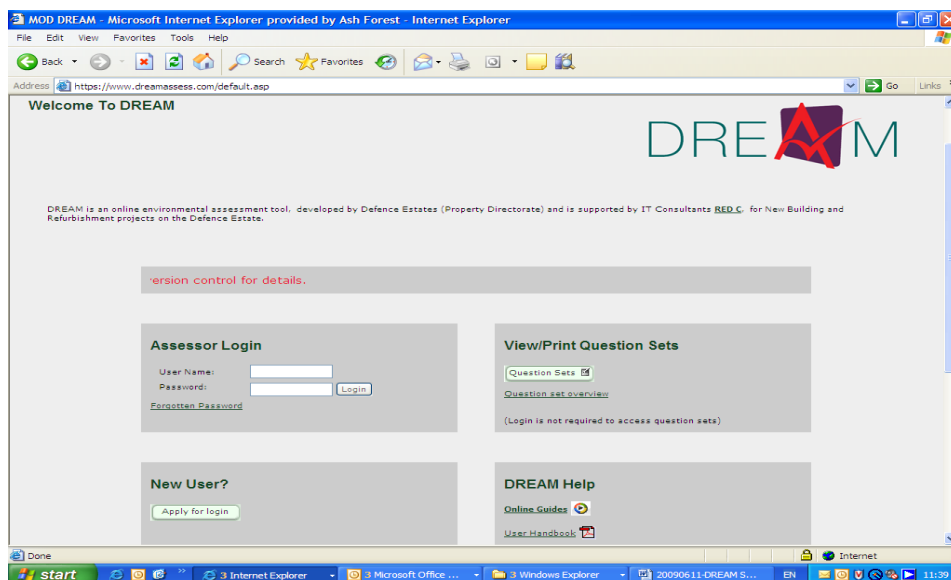
Box 6.4: Training



- Estates Business Management System Process 1.3 (EBMS 1.3)
- PPM & EBMS 1.3 Training for CEStO Project Management Personnel
- PPM & EBMS 1.3 Training for DE Project Managers and Programmers

Further Training

- 6.3.3 There are no specific DREAM courses provided, however there is a comprehensive training package on the front page of the DREAM website under On Line Guides (under DREAM Help (see below screen shot)). The Guides walk through the following instances: Creating a new assessment; Answering questions; Completing a stage; and, Running reports. These packages are available to all and do not require a log in to view. Additionally the Policy Instruction provides background and policy information while the User Handbook provides advice on using the tool (both are also located under the DREAM Help section on the DREAM front page).



6.4 CONTACTS AND FURTHER INFORMATION

REFERENCES

DREAM

- DREAM Website: www.dreamassess.com on the front page of the website is the following information:
 - PI 05/09 DREAM Policy Instruction
 - DREAM Handbook provides an overview of policy requirements and gives step by step instructions on the use of DREAM
 - Online Guides are a demonstration package showing how to use DREAM, including: Creating a new assessment; Answering questions; Completing a stage; and, Running reports. :

Government Policy

- [Office of Government Commerce \(OGC\) Common Minimum Standards for the Built Environment \(DREAM requirement in Section 6.2\)](#)
- [UK Government Sustainable Development - Sustainable Operations on the Government Estate \(SOG E\)](#)

MOD Policy

- PI 05/09 DREAM Policy Instruction

The following contacts are available for further advice during the DREAM process:

INTERNAL CONTACTS

Advice on Policy and Implementation

Defence Estates - Property Directorate, Programme Team

DE Prop-Prog Man1b – 94421 2232 / 0121 311 2232 or dream@de.mod.uk

DE Prop-Prog Man – 94421 3870 / 0121 311 2870

EXTERNAL CONTACTS

- For further information on BREEAM visit www.bre.co.uk
- For further information on EcoHomes visit www.breeam.org.uk
- For further information on CEEQUAL visit www.ceequal.com