**ESD As-Built Report Template**

**Fill in this template to confirm how each Environmentally Sustainable Design (ESD) item from the endorsed Sustainable Design Assessment (SDA) or Sustainability Management Plan (SMP) has been implemented on-site. This document may be submitted to satisfy the ESD Implementation Report condition of your planning permit or upon request from the responsible authority to verify compliance with approved sustainability commitments.**

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| --- | --- |
| **Site Address:** |  |
| **Planning Permit Number:** |  |
| **Development Description:** |  |
| **Endorsed Plans:** | Plans prepared by ABC Company dated DD.MM.YYYY |
| **Endorsed SDA/SMP Report:** | Report prepared by ABC Company dated DD.MM.YYYY |
| **Endorsed BESS Report:** | Report prepared by ABC Company dated DD.MM.YYYY |
| **Endorsed STORM Report:** | Report prepared by ABC Company dated DD.MM.YYYY |

The purpose of this report is to document and verify the Environmentally Sustainable Design (ESD) commitments made in the endorsed Sustainable Design Assessment (SDA) or Sustainability Management Plan (SMP).

To ensure compliance with the endorsed SDA or SMP, all design commitments must be accurately recorded in this report. This documentation serves as a reference for both the applicant and the responsible authority to verify the implementation of sustainable design features. It is based on the ESD commitments associated with the Built Environment Sustainability Scorecard (BESS) report that is part of the endorsed SDA or SMP.

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| By following these steps, the report will provide a comprehensive record of the development’s ESD commitments, ensuring compliance with planning permit requirements.1. **List your Development’s ESD Commitments**
* Use the check boxes on the following pages to tick the ESD credit commitments that are applicable to your development, under the “Claim” column in each table.
* For non-applicable credit commitments, either delete them from the list or mark “No”.
* Note: the template includes credit commitments for various development types including single residential, multi-dwelling, multi-unit, non-residential and mixed-use developments. Not all credit commitments will be applicable to your development.
1. **Provide Documentation Requirements**
* Ensure that all required documentation for each category is included and clearly referenced in the report.
* Add comments specifying the documentation submitted or attached to support each ESD commitment.
1. **Attach Supporting Evidence**
* Any additional supporting documents, such as reports, supplier invoices, installation certificates, product receipts, or statutory declarations, must be included in an appendix.
* Clearly indicate which BESS category each additional document corresponds to.
1. **Include Photographic Evidence**
* All photographic evidence must be attached as an appendix.
* Provide details on the relevance of each photograph, specifying the credit it supports.
1. **Verification and Site Inspection**
* If required information is missing or unclear, the responsible authority may request additional details or conduct a site inspection.
* The responsible authority reserves the right to carry out an inspection after receiving this report to verify the implementation of sustainable design features on-site.
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**Management**

The below table lists all credits from the Management Category of BESS. Tick the box of any credits your development committed to in your endorsed SDA/ SMP and fill in the “Supporting Documents Provided” column.

|  |  |  |  |
| --- | --- | --- | --- |
| **Claim** | **Credit** | **Supporting Documents Required** | **Supporting Documents Provided** |
| 🞏 | **1.1 Pre-Application Meeting** | * The name(s) and qualifications of the Environmental Sustainability Design (ESD) professional(s) engaged in the project.
* A record of attendance for the pre-application meeting, including the meeting date and a list of all attendees.
 |  |
| 🞏 | **2.1 Thermal Performance Modelling – Single Dwelling** | * Provide a preliminary NatHERS (Nationwide House Energy Rating Scheme) report demonstrating that the project has achieved or exceeded the minimum energy efficiency standard.
 |  |
| 🞏 | **2.2 - Thermal Performance Modelling - Multi-Dwelling Residential** | * Documentation that shows the minimum energy efficiency standard has been met or exceeded for a representative sample of dwellings, including thermally similar dwellings. If dwellings have been grouped into thermally similar categories, a site plan or similar drawing should be provided, indicating which dwellings have been grouped.
* Provide a copy of the preliminary NatHERS report, along with a summary of the building fabric assumptions used in the analysis.
 |  |
| 🞏 | **2.3 - Thermal Performance Modelling - Non-Residential** | * Documentation, such as a JV3 report (including assumptions) and/or a preliminary Section J façade assessment, that demonstrates compliance with or exceeding of the minimum energy efficiency standards.
* A copy of the signed NABERS (National Australian Built Environment Rating System) commitment agreement.
 |  |
| 🞏 | **3.1 - Metering - Residential** | * Photographic evidence showing the installation of individual power, gas, and water sub meters and switchboards.
 |  |
| 🞏 | **3.2 - Metering - Non-Residential** | * Relevant contract documentation (Hydraulic and Electrical) that demonstrates compliance with applicable regulations.
* Photographic evidence showing the installation of power, gas, and water sub meters and switchboards.
 |  |
| 🞏 | **3.3 - Metering - Common Areas** | * Relevant contract documentation (Hydraulic and Electrical) that demonstrates compliance with applicable regulations.
* Photographic evidence showing the installation of power, gas, and water sub meters and switchboards.
 |  |
| 🞏 | **4.1 - Building Users Guide** | * Copy of the Building User Guide, outlining the operational instructions and important information for the building’s end users.
 |  |

**Energy**

The below table lists all credits from the Energy Category of BESS. Tick the box of any credits your development committed to in your endorsed SDA/ SMP and fill in the “Supporting Documents Provided” column.

|  |  |  |  |
| --- | --- | --- | --- |
| **Claim** | **Credit** | **Supporting Documents Required** | **Supporting Documents Provided** |
| 🞏 | **Solar Photovoltaic (PV) System** | * Provide a statutory declaration or certificate of works from the installer.
* Photographic evidence of the installed photovoltaic (PV) system.
 |  |
| 🞏 | **Renewable Energy System** | * Photographic evidence of any other renewable energy system installed on-site.
 |  |
| 🞏 | **Cogeneration or Trigeneration System** | * Photographic evidence of the cogeneration or trigeneration system installed on-site.
* Report detailing the combined heat and power system, including energy calculations.
 |  |
| 🞏 | **Heating and Cooling System** | * Purchase order for the installed heating and cooling system.
* Photographic evidence of the installed heating and cooling system, highlighting model numbers and specifications.
 |  |
| 🞏 | **Water Heating System** | * Purchase order for the installed hot water system.
* Photographic evidence of the installed hot water system, highlighting model numbers and specifications.
 |  |
| 🞏 | **3.1 Carpark ventilation** | * Photographic evidence of carbon monoxide monitors installed in the basement.
 |  |
| 🞏 | **3.3 External Lighting**  | * Photographic evidence of installed external lighting controlled by motion detectors.
 |  |
| 🞏 | **3.4 Clothes Drying** | * Photographic evidence of the clothes drying system (e.g., clotheslines, dryers) installed on-site.
 |  |
| 🞏 | **3.5 Internal Lighting - Houses and Townhouses** | * Photographic evidence of internal lighting types used to achieve an average lighting power density of 4W/m².
 |  |
| 🞏 | **3.6 Internal Lighting - Apartments** | * Report detailing the average lighting power density for the development and specifying the lighting types to be used.
* Photographic evidence of installed internal lighting fixtures.
 |  |
| 🞏 | **3.7 Internal Lighting - Non-Residential** | * Report detailing the average lighting power density for the development and specifying the lighting types to be used.
* Photographic evidence of installed internal lighting fixtures.
 |  |

**Water**

The below table lists all credits from the Water Category of BESS. Tick the box of any credits your development committed to in your endorsed SDA/ SMP and fill in the “Supporting Documents Provided” column.

|  |  |  |  |
| --- | --- | --- | --- |
| **Claim** | **Category** | **Supporting Documents Required** | **Supporting Documents Provided** |
| 🞏 | **Water fixtures, fittings and connections** | * Photographic evidence of installed appliances, including showerheads, kitchen taps, bathroom taps, dishwashers, urinals, washing machines and baths.
* Purchase order for installed fixtures and appliances, including their model numbers and WELS rating.
 |  |
| 🞏 | **Irrigation connected to non-potable water source** | * Photographic evidence of the irrigation area connected to a non-potable water source.
* Statutory declaration or certificate of works from the certified plumber.
 |  |
| 🞏 | **Non-potable water connected to toilets** | * Statutory declaration or certificate of works from the certified plumber.
 |  |
| 🞏 | **Non-potable water connected to laundry** | * Statutory declaration or certificate of works from the certified plumber.
 |  |
| 🞏 | **Reticulated Third Pipe or Waster Recycling System** | * Photographic evidence of the water recycling system or reticulated third pipe.
* Statutory declaration or certificate of works from the certified plumber.
 |  |
| 🞏 | **Installation of Swimming Pool** | * Photographic evidence of the swimming pool.
 |  |
| 🞏 | **Water Efficient Landscaping** | * Photographic evidence of water-efficient landscaping.
* Details of all plant species used in the landscaping.
 |  |
| 🞏 | **4.1 Building System Water Use Reduction** | * Photographic evidence of the fire test system water tank location.
* Specification detailing the intended reuse of water and the tank capacity.
* Statutory declaration or certificate of works from the certified plumber.
 |  |

**Stormwater**

The below table lists all credits from the Stormwater Category of BESS. Tick the box of any credits your development committed to in your endorsed SDA/ SMP and fill in the “Supporting Documents Provided” column.

|  |  |  |  |
| --- | --- | --- | --- |
| **Claim** | **Category** | **Supporting Documents Required** | **Supporting Documents Provided** |
| 🞏 | **1.1 Stormwater Treatment** | * Photographic evidence of water management system including raingardens, rainwater tanks (with capacity details), buffer strips and other water management features.
* Photographic evidence of all downpipes connected/feeding the water management systems.
* Photographic evidence of all hard surfaces and permeable surfaces within the development.
 |  |

**Indoor Environment Quality (IEQ)**

The below table lists all credits from the Indoor Environment Quality (IEQ) Category of BESS. Tick the box of any credits your development committed to in your endorsed SDA/ SMP and fill in the “Supporting Documents Provided” column.

|  |  |  |  |
| --- | --- | --- | --- |
| **Claim** | **Category** | **Supporting Documents Required** | **Supporting Documents Provided** |
| 🞏 | **1.1 Daylight Access – Living Areas** | * Photographic evidence of windows within the living area of each typical dwelling unit.
 |  |
| 🞏 | **1.2 Daylight Access – Bedrooms** | * Photographic evidence of windows within the bedroom of each typical dwelling unit.
 |  |
| 🞏 | **1.5 Daylight Access – Minimal Internal Bedrooms** | * Photographic evidence of windows within the bedroom of each typical dwelling unit.
 |  |
| 🞏 | **2.1 Effective Natural Ventilation** | * Photographic evidence of operable windows in each room/space across the property.
 |  |
| 🞏 | **2.2 Cross Flow Ventilation** | * Photographic evidence of operable windows in each room/space across the property.
 |  |
| 🞏 | **2.3 Ventilation – Non-Residential** | * Statutory declaration/certificate of completed works from a certified mechanical engineer.
 |  |
| 🞏 | **3.1 Thermal Comfort – Double Glazing** | * Purchase order for the installed windows that clearly states the thermal performance values of the products.
 |  |
| 🞏 | **3.2 Thermal Comfort – External Shading** | * Photographic evidence of fixed or operable external shading systems installed at the property.
 |  |
| 🞏 | **3.3 Thermal Comfort – Orientation** | * Photographic evidence of windows facing north within each indoor space.
 |  |
| 🞏 | **3.4 Thermal Comfort – Shading – Non -Residential** | * Photographic evidence of fixed external shading installed on north-facing windows.
* Photographic evidence of either fixed or operable external shading systems for east and west-facing windows.
 |  |
| 🞏 | **3.5 Thermal Comfort – Ceiling Fans – Non-Residential** | * Photographic evidence of the installation of ceiling fans, including the associated speed controllers.
* Purchase order for ceiling fans, indicating the quantity and size of each unit.
 |  |
| 🞏 | **4.1 Air Quality – Non-Residential** | * Purchase order for paints, sealants, and adhesives, specifying their VOC content.
* Purchase order for carpet purchases that includes information on the VOC content.
* Purchase order for engineered wood purchases, outlining formaldehyde content as specified by the manufacturer.
 |  |

**Transport**

The below table lists all credits from the Transport Category of BESS. Tick the box of any credits your development committed to in your endorsed SDA/ SMP and fill in the “Supporting Documents Provided” column.

|  |  |  |  |
| --- | --- | --- | --- |
| **Claim** | **Category** | **Supporting Documents Required** | **Supporting Documents Provided** |
| 🞏 | **1.1 Bicycle Parking - Residential** | * Photographic evidence of all bicycle parking storage spaces.
* Details of the bicycle storage system rack.
 |  |
| 🞏 | **1.2 Bicycle Parking - Residential Visitor** | * Photographic evidence of all bicycle parking storage spaces.
* Details of the bicycle storage system rack.
 |  |
| 🞏 | **1.3 Bicycle Parking - Convenience Residential** | * Photographic evidence of all bicycle parking storage spaces.
* Details of the bicycle storage system rack.
 |  |
| 🞏 | **1.4 Bicycle Parking - Non-Residential** | * Photographic evidence of all bicycle parking storage spaces.
* Details of the bicycle storage system rack.
 |  |
| 🞏 | **1.5 Bicycle Parking - Non-Residential Visitor** | * Photographic evidence of all bicycle parking storage spaces.
* Details of the bicycle storage system rack.
 |  |
| 🞏 | **1.6 End of Trip Facilities - Non-Residential** | * Photographic evidence of showers with hot and cold-water dispensers.
* Photographic evidence of change facilities and lockers.
 |  |
| 🞏 | **2.1 Electric Vehicle Infrastructure** | * Photographic evidence of electric vehicle charging infrastructure.
 |  |
| 🞏 | **2.2 Car Share Scheme** | * Photographic evidence of designated car share vehicle spaces.
* an agreement document confirming the adoption of a car share scheme.
 |  |
| 🞏 | **2.3 Motorbikes / Mopeds** | * Photographic evidence of dedicated motorbike parking spaces.
 |  |

**Waste**

The below table lists all credits from the Waste Category of BESS. Tick the box of any credits your development committed to in your endorsed SDA/ SMP and fill in the “Supporting Documents Provided” column.

|  |  |  |  |
| --- | --- | --- | --- |
| **Claim** | **Category** | **Supporting Documents Required** | **Supporting Documents Provided** |
| 🞏 | **1.1 Building Re-Use** | * Photographic evidence showing the existing building being retained.
 |  |
| 🞏 | **2.1 Food and Garden Waste** | * Details of the organic waste system implemented on-site.
* Photographic evidence of the food and garden waste system installed.
 |  |
| 🞏 | **2.2 - Convenience of Recycling** | * Photographic evidence of recycling facilities on-site.
 |  |

**Innovation**

The below table lists all credits from the Innovation Category of BESS. Tick the box of any credits your development committed to in your endorsed SDA/ SMP and fill in the “Supporting Documents Provided” column.

|  |  |  |  |
| --- | --- | --- | --- |
| **Claim** | **Category** | **Supporting Documents Required** | **Supporting Documents Provided** |
| 🞏 | **1.** | * Provide a list of any approved innovation features and supporting photographic evidence to demonstrate their implementation on site.
 |  |
| 🞏 | **2.** |  |
| 🞏 | **3.** |  |
| 🞏 | **4.** |  |
| 🞏 | **5.** |  |

**Other Initiatives**

In addition to the BESS categories, list any other ESD commitments in the endorsed SDA/ SMP have been implemented. These could include sustainable building materials, community involvement programs, efforts to preserve heritage sites, or unique design elements that enhance the project's environmental and social impact.

|  |  |  |  |
| --- | --- | --- | --- |
| **Claim** | **Category** | **Supporting Documents Required** | **Supporting Documents Provided** |
| 🞏 |  |  |  |
| 🞏 |  |  |  |
| 🞏 |  |  |  |
| 🞏 | **4.** |  |  |
| 🞏 | **5.** |  |  |