



EcoHomes 2005 – The environmental rating for homes

Developer Sheets – 2005 / Issue 1.1

March 2005

bre

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EH03 Developer Sheets

Issue Status

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Introduction

This document is to be completed by the developer (or their agent) as part of the EcoHomes assessment under BRE's EcoHomes Scheme.

It is important for the developer to liaise with the assessor and it is helpful to be familiar with the working details of the EcoHomes *Guidance. The Guidance - 2005*, can be downloaded from the EcoHomes website www.ecohomes.org.

The document is laid out in individual credits within the main credit categories listed in the EcoHomes Scheme as follows:

- Energy (Credits are coded Ene 1 – Ene 5)
- Transport (Credits are coded Tra1 – Tra 4)
- Pollution (Credits are coded Pol 1 – Pol 4)
- Materials (Credits are coded Mat 1 – Mat 4)
- Water (Credits are coded Wat 1 – Wat 2)
- Land Use and Ecology (Credits are coded Eco 1 – Eco 5)
- Health and Wellbeing (Credits are coded Hea1 – Hea 3)

Documentary requirements

For all assessments, it is the Developer's responsibility to ensure that the correct evidence is provided. Without the evidence, the assessor cannot award the credits, and it is to everyone's advantage to ensure that the evidence is as complete as possible when first submitted. Obviously, if a credit is not being sought, evidence need not be provided or the supplementary questions and tables completed.

There **must** be documentary evidence to support any claim, and you should label the evidence with the section number, e.g. *Ene 1*. It is suggested you attach the evidence at the end of each major section, i.e. *Ene, Tra*, etc.

BRE will accept evidence in the following form(s) (in order of preference):

1. specific wording in the development specification
2. specific information on the drawings (this may be a reference to the relevant clause in the specification)
3. a letter of instruction to the contractor/supplier
4. a formal letter from the developer to the EcoHomes assessor, giving the specific undertaking (this should only be used if there is a late change to the development and options 1-3 cannot be carried out in time for the EcoHomes submission).

Throughout this document you may be asked to include similar drawings in different sections. Only one set of drawings needs to be included, if they cover all the issues where credits are sought.

Quality Assurance

As part of the BRE Quality Assurance scheme, BRE reserves the right to audit any assessment. This may include inspection of documentary evidence and the properties submitted for assessment.

General Information

Developer

Company name:	
Form completed by:	Signature:
Address:	
Tel:	Fax:
e-mail:	

Assessor

Company name:	
Assessment carried out by:	Signature:
Address:	
Tel:	Fax:
e-mail:	

The Development

Site name:	
Site reference number:	
Address:	
Names and numbers of each house/ flat type:	
Total number of units:	
Plot numbers:	Site layout plan number:
Other information:	

Ene 1 Carbon Dioxide

Credits Available

0	1	2	3	4	5	6	7	8	9	10
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the completed Standard Assessment Procedure (SAP) worksheets, calculated by an accredited SAP assessor (or equivalent competent person), for the worst case of each house type to be assessed (see *The Guidance* for details).
2. Copies of the relevant specifications.
3. Detailed drawings of the design (including compass orientation and site position).
4. Where renewables, CHP or air conditioning is being provided, details of the systems.

Table 1 – Carbon Dioxide

	Yes	No
Clear instructions for the internal lighting features and any renewables, CHP or air-conditioning system have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.		
Have the SAP worksheets been included for each house type?		

Please detail information sources for internal lighting, SAP calculations and any renewables or air conditioning systems:

Table 2 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Internal Lighting

Please complete the following table for each house type on the development. If the specification is the same for all house types, state this on the table and fill in one table only. Duplicate the table as required.

Table 3 - Internal lighting				
House type:		Applies to all house types (Y/N):		
Room	Room name	Dedicated fitting (Y/N)	Type of fitting/bulb	Does this cover all fittings in the room? (Y/N)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

Air conditioning

Table 4 – Requirements for Air Conditioning			
House Type	No of units	Proportion of floor area cooled (0-1)	Description of air conditioning system including fuel type, controls and seasonal coefficient of performance.

Duplicate the above tables for additional house types if required.

Renewables and CHP

The following table should be filled out if the development has energy supplied by Renewables or CHP.

Table 5 – Renewables and CHP	
	Energy output (GJ/year)
Electricity supplied by:	
Renewables	
CHP	
Heat supplied by:	
Heat from renewables	
Heat from CHP	

A copy of all data, manufacturers' and/or design calculations, must be included with the submission.

Please also indicate if the installation covers the whole development or only certain dwellings, etc.

Ene 2 Building Fabric

Credits Available

0	1	2	3	4	5
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

New Properties

For new properties, the assessor will use the same SAP worksheets for each house type as provided for Section Ene 1.

Table 1 – Details of relevant Building Regulations	Yes	No
England and Wales 2002 Building regulations Part L1		
Scotland Part J of the Technical Standards (6 th amendment)		
England and Wales 1995 Building Regulations		
Scotland Part J of the Technical Standards (4 th and 5 th amendments)		
Northern Ireland Building Regulations Part F		

Properties Undergoing Refurbishment

Please provide details of the U-values for the main fabric elements both before refurbishment and after. If these are not available, please provide details of the type of material used in the element and the date of construction. This is required for each house type.

Table 2 – Improvement in U values for refurbished properties				
Element	Before		After	
	U-value (W/m ² K)	Area (m ²)	U-value (W/m ² K)	Area (m ²)
Wall				
Floor				
Roof				
Window				
Doors				

Table 3 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Ene 3 Drying Space

Credits Available

0	1
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of relevant specifications.
2. Drawings of the location and features of the drying space.

Table 1 – Drying space provisions	Yes	No
Clear instructions for the drying space have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.		

Table 2 – Details of external drying space	Yes	No
Are external drying spaces being provided? (If not, do not complete the remainder of this table.)		
Is there:		
a private or secure communal garden?		
or a balcony or terrace meeting the requirements?		
If the external space is shared/communal, does it have locked access for the users only?		
Are footings or posts installed to hold a minimum line of; 6m for 3+ bed units, or 4m for 1 or 2 bed units provided?		
Does this cover all dwellings?		

Table 3 – Details of internal drying space	Yes	No
Are internal drying spaces being provided? (If not, do not complete the remainder of this table.)		
Is there an unheated space with good natural ventilation, or a heated space with adequate controlled ventilation, i.e. extract fan with humidistat or passive vents?		
Has no additional heating been installed to dry clothes?		
If the internal space is shared/communal, does it have locked access for the users only?		
Are there fittings to hold a minimum line of; 6m for 3+ bed units, or 4m for 1 or 2 bed units provided?		
Does this cover all dwellings?		

Table 4 – Internal drying space location		
Dwelling type	Dwelling type name	Drying location
1		
2		
3		
4		
5		
6		
7		
8		

Table 5 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Tumble dryer			
		Yes	No
If the development contain speculatively built homes, have above appliances been provided to all of those?			
If not all of above appliances are provided, have information about the EU Energy Labelling Scheme been provided to all homes?			
Is a copy of this leaflet included?			
		Yes	No
If no white goods are to be provided, has information regarding the EU Energy Efficiency Labelling Scheme been provided?			
Is a copy of this leaflet included?			

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Ene 5 External Lighting

Credits Available

0	1	2
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of relevant specifications stating type and location of all external lighting.
2. Drawings showing the location and type of ALL external light fittings.

Table 1 – External lighting provision	Yes	No
Clear instructions for the supply and location of the external light fittings have been given the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.		
Do the above instructions clearly define the type of control for ALL the relevant fittings?		

Table 2 – Space lighting*	Yes	No
Do all lights in outbuildings/covered space/front doors have dedicated CFL fittings or strip lights?		
Does all external feature lighting have dedicated CFL fittings or strip lights?		
Additionally for block of flats.		
Are all communal lobbies, main external entrances, internal porches, external steps and pathways equipped with dedicated fluorescent fittings (or more efficient luminaires like SON) controlled by timeclocks or daylight sensors?		
Are all hallways, landings, stairwells, internal corridors and garages equipped with dedicated fluorescent fittings that are controlled by push button time switches/ occupant sensors or equivalent?		
Are all communal rooms such as laundries, cycle and other storage spaces equipped with dedicated fluorescent fittings and manual switching or occupant sensors?		
Does this cover the whole development?		

Table 3 – Security lighting*		Yes	No
Is security and/or intruder lighting provided?			
What is the maximum wattage for individual fittings?			W
Are these fitted with movement detecting shut-off devices (PIR)?			
Are these fitted with daylight cut-off sensors?			
Is other security lighting provided?			
Are these all dedicated CFL fittings or strip lights?			
Are these all fitted with dawn to dusk sensors or timers?			
Does this cover the whole development?			

* For the definitions of Space and Security lighting please refer to *the Guidance*.

Table 4 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Tra 1 Public Transport

Credits Available

0	1	2
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

- A plan of the site and surrounding area highlighting:
 - transport node(s) (e.g. bus stop) and routes
 - pedestrian routes, including crossings of all major roads to the transport links
 - any self-enforcing home zone speed limits or other traffic calming measures
 - scale.
- The appropriate timetable(s).
- Timescale over which the transport node will be made available if not already in place.

Table 1 – Location of the development

	Yes	No
Urban		
Suburban		
Rural		

For the definitions of Urban, Suburban and Rural please refer to the *Guidance*.

Table 2 – Distances

Distance by foot from the furthest dwelling to the nearest public transport node	m
Distance by foot from the nearest dwelling to the nearest public transport node	m
Percentage of dwellings within 500m walking distance	%
Percentage of dwellings within 1000m walking distance	%

Table 3 – Transport modes	Available (please tick)	Frequency (minutes)	Does it go to town centre? (Y/N)	Is there a safe pedestrian route to the node? (Y/N)
Bus				
Train				
Tube				
Other (please specify):				

Table 4 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Table 2 – Cycle storage document provisions		Yes	No
Clear instructions for the provision of cycle storage have been given in the following form(s):			
Specific wording in the development specification.			
Specific information on the drawings.			
A letter of instruction to the contractor/supplier.			
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.			

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Tra 3 Local Amenities

Credits Available

0	1	2	3
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. A plan of the site and surrounding are highlighting:

- local amenities – these should be named (e.g. food shop), preferably with the trading name
- pedestrian routes, including crossings of all major roads to the local amenity
- Scale.

Table 1 – Distances to amenities

Amenity	Distance to amenity* (m)	% of development within range of amenity
Food shop		Within 500m
Post box		Within 500m
Post office		Within 1000m
Bank or cash machine		Within 1000m
Pharmacy		Within 1000m
School		Within 1000m
Medical centre (GP practice)		Within 1000m
Leisure centre		Within 1000m
Community centre		Within 1000m
Public house		Within 1000m
Children's play area		Within 1000m
Public park or village green		Within 1000m

* The distance should be measured as the actual distance you will have to walk/ drive from the front door of the dwelling to the amenity. Distances measured over a straight line are not acceptable.

Table 2 – Safe pedestrian route		Yes	No
Are there safe pedestrian routes to the amenities scored?			

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Tra 4 Home Office

Credits Available	
0	1

Please state if this credit is being sought.	Yes	No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of relevant specifications stating the home office location and required services.
2. Drawings showing the location and features of the home office.

Table 1 – Home office provisions	Yes	No
Clear instructions for the provision of the home office have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.		

Table 2 – Home office availability	Yes	No
Is there a room, which that the requirements for use as a home office for each different house type?		
Does this cover 100% of the development?		

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Pol 1 Insulant ODP and GWP

Credits Available	
0	1

Please state if this credit is being sought.	Yes	No

If yes, please provide the information requested in this section, and complete the tables.

1. Copy of the relevant specifications.
2. Drawings (if applicable) showing the insulation details.

Table 1 – Insulant ODP and GWP	Yes	No
Clear instructions for the provision of insulation materials that avoid the use of ozone depleting substances and substances with a global warming potential (GWP) of 5 or more have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.		
Has manufacturers' information been supplied for insulants that are not inherently free from ozone depleting substances or substances with a global warming potential of 5 or more?		

Table 2 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Table 3 – Insulation types											
Insulation type	Ref. no.	External walls	Internal walls	Doors	Window lintels	Roof	Loft Access	Floor	Foundations	Hot water tank	Pipework
No insulation											

Pol 2 NO_x Emissions

Credits Available			
0	1	2	3

Please state if this credit is being sought.	Yes	No
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If yes, please provide the information requested in this section, and complete the tables.

1. Copy of the relevant specifications.
2. Drawings (if applicable) showing the heating and hot water systems.
 1. Details of primary and secondary space and hot water heating systems. Such details should include the estimated annual consumption (from the SAP calculations).
 2. Where fossil fuel boilers are present:
 - Make, model and dry NO_x levels and/or class of boiler used.
 - Confirmation of NO_x levels and/or class from manufacturer, e.g. manufacturer's literature. Printouts from manufacturers' websites are acceptable if the web address is included. (Note: If NO_x levels are not in the literature, details can generally be obtained from the technical sales department of the relevant manufacturer. Full details of the source must be given.)
 - Type of flue i.e. open or balanced.
 - NO_x levels may be stated in the general contract specification as an alternative to supplying the make and model of a specific boiler.

Table 1 – NO _x provision	Yes	No
Clear instructions for the levels of NO _x have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.		
If more than one type of heating system, have the SAP worksheets been included for each house type?		
If fossil fuel boiles, has proof of the NO _x emissions or BS class been included?		
If CHP, renewables or wood is specified, have details of the output and NOx emissions been included?		

Table 2 – Fossil fuel boiler details				
	Boiler make	Boiler model	Open flued (Y/N)	NO_x emissions or BS class
Boiler 1				
Boiler 2				
Boiler 3				

Table 3 – Alternative heating/ hot water sources	Yes	No
Do any dwellings have a secondary heating or hot water system?		
Are any dwellings heated by electricity?		
Are they fully or partially heated by electricity?		
Is this electricity from:		
National Grid		
CHP		
- what are the heat related NO _x emissions from the CHP plant?		mg/kWh
Renewable energy		
- have full details been attached?		
Is the heating/ hot water fuelled from wood, other bio fuel or renewables?		
If yes, provide details of the NO _x emissions?		mg/kWh
- have full details been attached?		

Table 4 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Pol 3 Reduction of Surface Runoff

Credits Available		
0	1	2

Please state if this credit is being sought.	Yes	No
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If yes, please provide the information requested in this section, and complete the tables.

1. Copies of relevant specifications stating the aim, location and details of any run-off attenuation devices.
2. Drawings showing as a minimum:
 - scale
 - location and details of run-off attenuation devices.
3. Design team calculations relevant to the credit.

Table 1 – Runoff provisions	Yes	No
Clear instructions for the provision of the surface water attenuation has been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.		

Table 2 – Surface runoff control methods	Yes	No
Surface runoff controlled by the following forms:		
Permeable paving		
Soakaway		
Holding ponds, swales, etc		
Other (state)		
Roof runoff controlled by the following forms:		
Soakaway		
Holding ponds, swales, etc		
Green roof		
Other (state)		

Table 3 – Calculation attachments	Yes	No
The following information is attached:		
Design team calculations		
Approval from relevant statutory bodies		

Table 4 – Summary of design team calculations – Hard surfaces run-off	
External hard surface area (m ²)	
Design storm and / or flooding frequency (years)	
Design rainfall for the site (mm)	
Peak flow (run-off) rates	
Storage volume of attenuation facilities	
Maximum discharge time from full to half volume	

Table 5 – Summary of design team calculations – Roof run-off	
Total roof surface area (m ²)	
Design storm and / or flooding frequency (years)	
Design rainfall for the site (mm)	
Peak flow (run-off) rates	
Storage volume of attenuation facilities	
Maximum discharge time from full to half volume	

Table 6 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Pol 4 Zero Emission Energy Source

Credits Available	
0	1

Please state if this credit is being sought.	Yes	No
--	-----	----

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the SAP worksheets for each house type (from accredited SAP assessor)
2. The appropriate drawings and specification should show the type of renewable source/s location and details sufficient to meet the *Credit Requirement* and the *Guidance*.
3. Copies of manufacture details, or similar, about the renewable energy system stating estimated heat or electricity output.
4. Calculations showing the anticipated annual energy production from any renewable sources.

Table 1 – Zero Emission Energy Source	Yes	No
Clear instructions for the provision of the zero emission energy source has been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.		

Table 2 – Details of renewables	Yes	No
Are any dwellings heated (space and/ or hot water) by renewables?		
Is this heat from:		
Active solar thermal		
Wind turbine		
Micro -hydro		
Biomass heating		
Ground source heat pump		
Thermal moderation by ground or water sources		
Other (please specify):		
What is the total output for the whole development from renewable sources supplying space heating and hot water?		kWh
Have full details been attached?		

Are any dwellings non heat electricity generated by renewables?		
Is this generated from:		
Solar photovoltaic		
Wind turbine		
Micro -hydro		
Other (please specify):		
What is the total output for the whole development from renewable sources supplying non heat electricity?		kWh
Have full details been attached?		

Table 3 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Mat 1 Timber: Basic Building Elements

Credits Available

0	1	2	3	4	5	6
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the relevant specifications detailing:

- The source of the timber i.e.
 - the certification scheme (if any),
 - whether timber is reused or recycled and
 - whether any remaining non certified virgin timber comes from a temperate or non temperate source,
- the type of product i.e. solid timber, plywood etc.
- the volume of the products specified
- the name and address of the timber supplier/s and any references to letters of intents from the supplier/s.

OR

A reference in the relevant specification to Table 2 below. Table 2 then also needs to be included as an Appendix to the relevant specification.

2. Complete Table 2 for each dwelling type.

- If all dwellings use the same sources and types of product, then only one form needs to be completed, but it must be clearly stated that this covers all dwellings.
- Use the codes given to identify the source/s and product type/s.

3. Letters of intent from all potential suppliers confirming that the full chain of custody requirements can be met for all elements gaining the credit.

Table 1 – Timber: Basic building elements provision	Yes	No
Clear instructions for the source, product type, volumes and supplier of timber and timber products have been given in the following form(s):		
Specific wording in the development specification.		
A letter of intent from the supplier/s.		

Table 2 – Timber: Basic building elements specification

Dwelling type: (State if it applies to all dwellings)				
Building element	Source (see codes below)	Product type (see codes below)	Volume (m ³)	Supplier (name and reference)
Timber frame (walls)				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Floor joists				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Roof timbers				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Wall studding (exterior)				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Wall studding (interior)				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Window sub-frames				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Door sub-frames (exterior)				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Door sub-frames (interior)				
Timber type 1:				

Timber type 2:				
Timber type 3:				
Other (please describe)				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Upper/suspended ground floors				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Loft boarding				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Facias – soffit boards				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Facias – bargeboards				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Facias – gutter boards				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Facias – other (specify)				
Timber type 1:				
Timber type 2:				
Timber type 3:				
External cladding/ weatherboarding				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Staircase (excluding balustrades, etc)				
Timber type 1:				

Timber type 2:				
Timber type 3:				

Notes on completing Table 2:

1. Complete above table for all house types (i.e. where the timber specification is different).
2. Indicate for each element of the building the timber source (certification scheme, reused/ recycled, origin of non certified timber), product type, volume and supplier used (include a references to any letters of intent from the supplier). For source and product type please refer to the codes below.
3. For each building element the table allows for up to three different timber types to be specified. If a building element consists of more than three different timber types please insert rows 'Timber type 4:' etc. ,as appropriate.
4. Include timber used in communal areas of blocks of flats (e.g. stairwells, foyers).

Certification Schemes	
CSA	Canadian Standards Association
FSC	Forest Stewardship Council Certification Scheme
MTCC	Malaysian Timber Certification Council
PEFC	Programme for the Endorsement of Forest Certification Programmes
SFI	Sustainable Forestry Initiative
Recycled/reused timbers	
RC	Recycled
RU	Reused timbers
Non-certified timbers	
T	Temperate origin
NT	Non-temperate origin
Product Types	
	Solid timber
	Plywood
	Veneer
	Particleboard (chipboard)
	Fibreboard (MDF)
	Cement bound particle board
	OSB (oriented strand board)
	Other (please specify)

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Mat 2 Timber: Finishing Elements

Credits Available

0	1	2	3	4	5	6
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the relevant specifications detailing:

- The source of the timber i.e.
 - the certification scheme (if any),
 - whether any timber is reused or recycled and
 - whether any remaining non certified virgin timber comes from a temperate or non temperate source,
- the type of product i.e. solid timber, plywood etc.
- the volume of the products required
- the timber supplier, and any references to letters of intents from the supplier.

OR

A reference in the relevant specification to Table 2 below. Table 2 then also needs to be included as an Appendix to the relevant specification.

2. Complete Table 2 for each dwelling type.

- If all dwellings use the same sources and types of product, then only one form needs to be completed, but it must be clearly stated that this covers all dwellings.
- Use the codes given to identify the source/s and product type/s.

3. Letters of intent from all potential suppliers confirming that the full chain of custody requirements can be met for all elements gaining the credit.

Table 1 – Timber: Finishing elements provision	Yes	No
Clear instructions for the source, product type, volumes and supplier of timber and timber products have been given in the following form(s):		
Specific wording in the development specification.		
A letter of intent from the supplier/s.		

Table 2 – Timber: finishing elements specification				
Dwelling type: (State if it applies to all dwellings)				
Building element	Source (see codes below)	Product type (see codes below)	Volume (m ³)	Supplier (name and reference)
Stair handrails				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Stair balustrades				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Stair banisters				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Other stair guarding/ rails				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Window frames				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Window boards				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Window sills				
Timber type 1:				
Timber type 2:				
Timber type 3:				
External door frames				
Timber type 1:				

Timber type 2:				
Timber type 3:				
External door linings				
Timber type 1:				
Timber type 2:				
Timber type 3:				
External doors				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Internal door frames				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Internal door linings				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Internal doors				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Architrave				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Skirting boards				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Dado rails				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Picture rails				
Timber type 1:				

Timber type 2:				
Timber type 3:				
Panelling				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Any other trim (please specify)				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Kitchen furniture				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Bedroom furniture				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Bathroom furniture				
Timber type 1:				
Timber type 2:				
Timber type 3:				
Other (please describe)				
Timber type 1:				
Timber type 2:				
Timber type 3:				

Notes on completing Table 2:

1. Complete above table for all house types (i.e. where the timber specification is different).
2. Indicate for each element of the building the timber source (certification scheme, reused/ recycled, origin of non certified timber), product type, volume and supplier used (include a references to any letters of intent from the supplier). For source and product type please refer to the codes below.
3. For each building element the table allows for up to three different timber types to be specified. If a building element consists of more than three different timber types please insert rows 'Timber type 4:' etc. ,as appropriate.
4. Include timber used in communal areas of blocks of flats (e.g. stairwells, foyers).

Certification Schemes	
CSA	Canadian Standards Association
FSC	Forest Stewardship Council Certification Scheme
MTCC	Malaysian Timber Certification Council
PEFC	Programme for the Endorsement of Forest Certification Programmes
SFI	Sustainable Forestry Initiative
Recycled/reused timbers	
RC	Recycled
RU	Reused timbers
Non-certified timbers	
T	Temperate origin
NT	Non-temperate origin
Product Types	
	Solid timber
	Plywood
	Veneer
	Particleboard (chipboard)
	Fibreboard (MDF)
	Cement bound particle board
	OSB (oriented strand board)
	Other (please specify)

Table 3 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Mat 3 Recycling Facilities

Credits Available						
0	1	2	3	4	5	6

Please state if this credit is being sought.	Yes	No
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If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the relevant specifications referring to the recycling facilities.
2. Copies of the relevant drawings showing the location, type and size of recycling facilities.

Please note that the provision of recyclable material storage must be **in addition** to the provision of bin storage for non-recyclable refuse, both internally and externally.

Table 1 – Recycling facilities provision	Yes	No
Clear instructions for the location and type of recycling facilities have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.		

Table 2 – Internal bins: all dwellings	Yes		No
Have internal storage bins been provided for recyclable waste?			
Are they located in a dedicated position? (see <i>The Guidance</i>)			
How many are supplied? (please circle)	1	2	3
What capacity are they? (please indicate in litres under bin 1, 2 and 3)			

Table 3 – External bins: flats	Yes		No	
Have external storage containers been provided for recyclable waste from blocks of flats?				
Are written details of the recycling collection service attached?				
How many bins are supplied per group/collection point? (please circle)	1	2	3	
What capacity are they? (please indicate in litres under bin 1,2 and 3)				
How many flats are allocated to each group of bins?				
What distance from the external door are the external bins?			metres	
What is the frequency of the collection service?				

Table 4 – External bins: houses	Yes		No	
Have external storage containers for recyclable waste been provided for all houses?				
How many are supplied for each dwelling? (please circle)	1	2	3	
What capacity are they? (please indicate in litres under bin 1,2 and 3)				
What distance from the external door are the external bins?			metres	

Table 5 – Local authority collection scheme	Yes	No
Is there a local authority recyclable materials collection scheme? (If yes, please provide details.)		

Table 6 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Mat 4 Environmental Impact of Materials

Credits Available										
0	1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16					

Please state if this credit is being sought.	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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If yes, please provide the information requested in this section, and complete the tables.

1. Copies of relevant specifications
2. Drawings showing the details of the structures, sufficient to confirm the make-up of the building components.

Table 1 – Environmental impact provisions	Yes	No
Clear wording for the component make-up has been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.		

Table 2 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Table 3 – Element specification				
Element	Type	Specification	% elemental area	Green Guide rating
Roof (3 credits)	1			
	2			
	3			
	4			
External walls (3 credits)	1			
	2			
	3			
	4			
Internal walls – party walls and internal partitions (3 credits)	1			
	2			
	3			
	4			
Floor – upper and ground (3 credits)	1			
	2			
	3			
	4			
Windows (2 credits)	1			
	2			
	3			
	4			
External surfacing (1 credit)	1			
	2			
Boundary protection (1 credit)	1			
	2			

Please copy the table if necessary to cover all the different specifications for each element.

Wat 1 Internal Water Use

Credits Available					
0	1	2	3	4	5

Please state if this credit is being sought.	Yes		No	
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If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the relevant specifications referring to the internal water devices.
2. Copies of the relevant drawings referring to the water devices.

Table 1 – Internal water provisions	Yes	No
Clear instructions for the devices have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.		

Table 2 – Internal water use	Yes	No
Does the listing in Table 4 – Water devices include all water consuming systems?		
If no, provide details of other appliances/systems, with their water consumption and the relevant house type.		

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Table 4 – Water devices		Dwelling Type									
Installation type	Installation item (indicate how many in each house type)	Dwelling Type									
		1	2	3	4	5	6	7	8	9	10
WC	9 l flush										
	7.5 l flush										
	6 l flush										
	6/4 l dual flush										
	4 l flush										
	4/2 l dual flush										
	0 l flush										
Wash hand basin	Regular taps										
	Taps with flow regulators										
	Auto shut off taps										
	Aerating taps										
Shower	>15 l/min										
	12 < flow rate ≤ 15 l/min										
	9 < flow rate ≤ 12 l/min										
	6 < flow rate ≤ 9 l/min										
	4.5 < flow rate ≤ 6 l/min										
	Flow rate ≤ 4.5 l/min										
Bath	Large >200 l to overflow										
	Standard 150 l <overflow ≤200 l										
	Small ≤ 150 l to overflow										
White goods	Washing machine – typical practice (60 l/use)										
	Washing machine – best practice (40 l/use)										
	Dishwasher – typical practice (25 l/use)										
	Dishwasher – best practice (12 l/use)										
Waste water management ¹	Rainwater recycling										
	Grey water										
Other (please specify):											

Notes:

1. Please provide details for any wastewater management systems
2. Copy the table for additional dwelling types if necessary.

Wat 2 External Water Use

Credits Available	
0	1

Please state if this credit is being sought.	Yes	No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the relevant specifications referring to the rainwater collection devices.
2. Copies of the relevant drawings referring to the rainwater collection devices.

Table 1 – Water collection provisions	Yes	No
Clear instructions for the source of rainwater collection devices have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.		

Table 2 – Rainwater collector features: all dwellings	Yes	No
Connected to rainwater downpipes with auto-overflow to rainwater drainage systems?		
Closed access at the top?		
A tap or similar?		
Is the container detachable from system and with a removable element for cleaning?		
Do all dwellings have some means of rainwater collection?		

Eco 1 Ecological Value of Site

Credits Available

0	1
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

- Plans of the site and surrounding area, both before and after the proposed development. These should show natural and built features.
- Copy of any Ecological Survey as defined in *The Guidance* (if applicable).

Checklist for Land of Low Ecological Value.

Table 1 – Type of land to be used for new buildings, hardstanding, landscaping or for site access ¹		Yes	No
1	Land that is entirely within the floor plan(s) of existing building(s) or building(s) demolished within the past 2 years		
2	Land that is entirely covered by other constructions, such as car parking, or constructions that have been demolished within the past 2 years		
3	Land that is contaminated by industrial or other waste so that it would need decontamination before building		
4	Land as at 1, 2 or 3, but extending to no more than 20% of the footprint of the dwelling into unbuilt land. This may include a mixture of single-crop arable farm land (max 10%) and regularly cut lawns and sports fields		
5	Land as at 1, 2 or 3, but extending to a maximum of 10% of the footprint of the dwelling into an area has been used for at least 5 years for single-crop arable farming (without using any lawns or sports fields)		
6	Land as at 1, 2 or 3, but extending to a maximum of 20% of the footprint of the dwelling into land that consists of regularly cut lawns and sports fields (without using any arable farm land)		

¹ Including any other land where construction work is carried out (or land being disturbed in any way) plus a 3m boundary in either direction around these areas.

Table 2 – Ecological features of the land	Yes	No
Is the site devoid of trees or hedges above 1m high?		
Are ponds, streams and rivers absent from the site?		
Are marsh and other wetland absent from the site?		
Is the site devoid of meadows?		
Is the site devoid of heathland such as heather?		

If you have answered 'Yes' to at least one item in **Table 1: Type of land to be used**, and 'Yes' to **all** of the items in **Table 2: Ecological features of the land**, the site meets the criteria for low ecological value. (The assessor **MUST** check that the criteria agree with the site drawings.)

If you have answered 'No' to any of the questions in **Table 2 – Ecological features of the land**, the site does not meet the initial criteria for low ecological value. However, it is possible that the land may still be of low or insignificant ecological value. The credit can be achieved if this can be confirmed by a Registered Ecological Consultant.

Report by Registered Ecological Consultant

Table 3 – Report by Registered Ecological Consultant	Yes	No
Has an assessment been carried out by a Registered Ecological Consultant?		
Has the site been defined as low ecological value by the Consultant?		
Has a copy of the report be submitted?		

Note: Please read *The Guidance*. A contaminated land survey is not an Ecological Survey.

Table 4 – Ecological report (if applicable)	
Title	
Date	
Consultant	

Table 5 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Eco 2 Ecological Enhancement

Credits Available

0	1
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Plans of the site and surrounding area, both before and after the proposed development. These should show natural and built features.
2. Copy of any Ecological Survey as defined in the *Guidance* (if applicable).
3. Details of any ecological enhancement undertaken following the recommendations in the Ecological Survey report. This may be included in one of the above plans.

Report by Registered Ecological Consultant

Table 1 – Report by Registered Ecological Consultant	Yes	No
Has an Ecological Survey been carried out by a Registered Ecological Consultant?		
Have all the key recommendations by the Consultant been implemented?		
Have 30% or more of the other recommendations by the Consultant been implemented?		
Has a copy of the report been submitted?		

Table 2 – Ecological report (if applicable)

Title	
Date	
Consultant	

Table 3 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Eco 3 Protection of Ecological Features

Credits Available

0	1
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the relevant specifications referring to the protection of ecological features.
2. Plans of the site both before and after the proposed development. These should show any proposed protection of natural features, and list the specific instructions or standards to be adhered to.

Table 1 – Protection of ecological features	Yes	No
Clear instruction for the protection of ecological features have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.		

Table 2 – Information sources

Document type	Ref/Spec/Drawing Number(s)	Comments

Eco 4 Change of Ecological Value of Site

Credits Available

0	1	2	3	4
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

- Plans of the site and surrounding area, both before and after the proposed development. These should show natural and built features.

Table 1 – Existing landscape

Existing building/hard landscaping	
Urban parkland	
Urban/industrialised derelict land < 1 year	
Urban/industrialised derelict land < 10 year	
Urban/industrialised derelict land < 20 year	
Urban/industrialised derelict land ≥ 30 year	
Arable	
Pastoral	
Marginal upland	
Upland	

Table 2 – Type of plot

	Area (m ²)	
	Original	Proposed
Crops/weeds		
Tall grassland/herb		
Fertile grassland		
Infertile grassland		
Lowland wooded		
Upland wooded		
Moorland-grass/mosaic		
Heath/bog		
Hard landscaping		
Buildings		
Garden planting (typical)		
Wildlife garden planting (ecology consultant used)		
Water feature		

Please also mark on the site layout drawings details of the plot types.

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Eco 5 Building Footprint

Credits Available

0	1	2
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of drawings showing the layout of all dwellings/buildings, including garages and any outbuildings. Drawings should show the dimensions of all dwellings/buildings on site.

Table 1 – House types					
House type	Floor area (m ²)		Footprint (m ²)	=	Ratio
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	
		÷		=	

Table 2 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Hea 1 Daylighting

Credits Available

0	1	2	3
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Detailed drawings of the design, including elevations and plans. (The details provided for Section Ene1 may be sufficient.)
2. Site layout, including surrounding area. Distance to, and height of, large buildings should be shown if the *View of Sky* credit is sought.
3. Window schedules.
4. Glazing type, e.g. double, triple, double with low-e glass, etc.
5. Daylighting calculations (professionally produced) for the kitchen, dining room, living room and study/office for each dwelling type.

Table 1 – Glazing type

Double	
Triple	
Double low-e	
Other (please state)	
Does this apply to all dwellings (Y/N)? (If no, list dwelling and glazing types separately.)	

Table 2 – Calculations		
Kitchen	Yes	No
Do all dwelling designs provide for a minimum average Daylight Factor in the kitchen (minimum 2%)?		
Professional calculations attached.		
Living rooms, dining rooms and studies	Yes	No
Do all dwelling designs provide for a minimum average Daylight Factor in living room, dining room, study/office (minimum 1.5%)?		
Professional calculations attached.		
View of the Sky	Yes	No
For all dwelling types, do the kitchen, living room, dining room and study/office, all give a View of the Sky from table-top height (0.85m), in at least 80% of the area of the room? (<i>The Guidance, Section Hea 1, Figure 4</i>)		
Professional calculations attached.		

Table 3 – Information sources		
Document type	Ref/spec/drawing number(s)	Comments

Hea 2 Sound Insulation

Credits Available				
0	1	2	3	4

Please state if this credit is being sought.	Yes	No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the relevant specifications referring to the sound insulation requirements.
2. Drawings of the dwellings showing the sound insulation requirements and make-up.

Table 1 – Sound insulation & testing provisions	Yes	No
Clear instructions for the provision of sound insulation & testing have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.		
Does this apply to all dwellings?		

Table 2 – Sound insulation & testing undertakings			
Structure	Minimum number of sets of tests per 10 dwellings ^a	Committed sound insulation values (dB)	
		Airborne sound $D_{nT,w} + C_{tr}$ (minimum)	Impact sound $L'_{nT,w}$ (maximum)
Walls			–
Floors and stairs			

Notes to Table 2:

- a. A commitment to carry out a programme of pre-completion testing based on the stated number of tests for every 10 houses or flats in a group or sub-group. For the definition of groups and sub-groups, see Section 1 in Approved Document E (2003 Edition) of the Building Regulations.

Table 3 – Information sources

Document type	Ref/spec/drawing number(s)	Comments

Hea 3 Private Space

Credits Available

0	1
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Please state if this credit is being sought.

Yes

No

If yes, please provide the information requested in this section, and complete the tables.

1. Copies of the relevant specifications referring to the private space requirements.
2. Drawings of the dwellings/site layout showing the provision of private space.

Table 1 – Private space provisions	Yes	No
Clear instructions for the provision of a private/semi-private space have been given in the following form(s):		
Specific wording in the development specification.		
Specific information on the drawings.		
A letter of instruction to the contractor/supplier.		
A formal letter from the developer to the EcoHomes assessor, giving the specific undertaking.		

Table 2 – Private space	Yes	No
Secure individual gardens, balconies, roof terraces or shared garden, have been provided that: <ul style="list-style-type: none"> • are of a size to allow all occupants to sit outside <ul style="list-style-type: none"> – Private space: 1.5 m²/bedspace (min. 3 m²/home) – Shared space: min 1m²/bedspace • allow easy access by all occupants • are only accessible to occupants of designated dwellings? 		
Does this cover all dwellings within the development?		

Table 3 – Information sources

Document type	Ref/spec/drawing number(s)	Comments