

**LANDCOM  
SUSTAINABILITY AND DESIGN GUIDELINES FOR EXTERNAL SERVICE PROVIDERS**

**1. INTRODUCTION**

Landcom is committed to creating environmentally, socially and economically sustainable urban places within a commercial framework.

This document aims to provide guidance to external service providers such as consultants, development partners and builders about Landcom’s sustainability approach, criteria and strategies. The document addresses implementation of sustainability and performance reporting for the two stages of masterplanning and delivery.

**2 INTERGRATING SUSTAINABILITY INTO LANDCOM PROJECTS**

**2.1 Masterplanning**

**2.1.1 Integrating sustainability criteria into your masterplan**

It is critical to ensure that masterplans, DCPs and other relevant planning instruments and design documents/guidelines incorporate Landcom’s design and sustainability performance criteria to enable Landcom to meet its vision and commitments.

To this end, the **Project Manger (PM)** must ensure that all the consultants appointed by the PM receive copies of all guidelines and documents relevant to their scope of service. Prior to preparing a masterplan, DCP or other planning or design documents, the PM and all the consultants must read relevant guidelines and documents and satisfy themselves that they understand the requirements relevant to their task/role in the project.

The PM and all consultants are responsible for ensuring that Landcom’s sustainability criteria are integrated in the masterplan. There will be circumstances where certain criteria and/or targets cannot be met due to reasonable constraints. A Rationale must be provided in writing to Landcom.

Sustainability and Urban Design

Landcom has developed design and planning guides on some of the key ingredients for urban design and environmental sustainability. These are listed below:

Further information on Landcom’s urban design and sustainability, guidance can be found at:

<http://www.landcom.com/for-partners/sustainability-requirements.aspx>

<http://www.landcom.com/whats-new/publications-reports/the-landcom-guidelines.aspx>

<b>Document</b>	<b>Brief Description</b>	<b>Relevant to</b>
Street Design Guidelines	Focus on streets in urban and suburban developments	Urban design consultants Traffic engineers WSUD consultants Stormwater consultants Landscape design Consultants
Open Space Guidelines	Provide guidance on design, delivery, ownership, and maintenance handover of public open space	Landscape design consultants Urban design consultants Social and recreation planners Traffic engineers WSUD consultants Stormwater consultants Ecological consultants
Street Tree Guidelines	Focus on selection, technical design, sourcing and maintenance of street trees	Urban design consultants Traffic engineers WSUD consultants Stormwater consultants Landscape design Consultants
Built Form Design Guidelines	For detached homes on lots 12.5m by 30m and larger	Urban design consultants Architects Builders
Public Art Guidelines	Describes the community benefits and provides advice on how to get art into new developments	Urban design consultants Landscape Designers WSUD consultants Public art consultants and

		contractors
Community Centre Guidelines	Provide principles for successful community centres and putting them into practice through planning, design and delivery, and operation	Urban Design consultants Planners Architect Builder
Universal Housing Design Guidelines	Guidelines for the design of homes that people of different ages and abilities can live in comfortably over time	Architects Builders Planners
Housing Diversity Guide	Promotes increased diversity of housing to address affordability issues and changing demographic needs	Urban design consultants Planners Architects Builders
Water Sensitive Urban Design (WSUD) Guidelines	These guidelines specify Landcom's objectives with regard to water conservation, urban runoff minimisation and stormwater flow management. Guidelines can be found at: <a href="http://www.landcom.com/whats-new/publications-reports/water-sensitive-urban-design">www.landcom.com/whats-new/publications-reports/water-sensitive-urban-design</a> . Landcom has a standard WSUD consultancy brief and a list of WSUD consultants. Please use the WSUD consultancy brief to appoint WSUD consultants. The brief template and the consultants list is available on the Intranet or can be obtained from Landcom's Environment Manager.	Urban design consultants Traffic engineers WSUD consultants Stormwater and drainage consultants Landscape design Consultants Ecological consultants
Heritage	Landcom is committed to conserving indigenous and non-indigenous heritage. Our requirements are detailed as part of our sustainability indicators.	Heritage consultants Urban design consultants Architects Social planners
Biodiversity	Landcom aims to minimise the impact of its projects on biodiversity. Our criteria and targets for biodiversity conservation are listed under our sustainability indicators. Landcom's methodology for assessment and reporting of these indicators entitled "Methodology for Calculating Triple Bottom Line Indicators for Biodiversity Conservation" can be found at <a href="http://www.landcom.com/partners/sustainability-requirements">www.landcom.com/partners/sustainability-requirements</a>	Ecological consultants Bushfire consultants Urban design consultants Landscape consultants WSUD consultants Stormwater and drainage consultants.
Energy Smart Communities Policy	The ESC policy specifies landcom's objectives with regard to energy efficiency and use of renewable energy sources. NOTE: Landcom's Sustainability Indicators and targets have updated elements of the ESC policy and take precedent where there is conflict	Urban design consultants Architects Design engineers Energy consultants Builders
Stakeholder Consultation Workbook	Provides guidance for timely and effective stakeholder consultation. You can obtain an electronic copy from	Community consultation consultants Communication consultants

### 2.1.2 Sustainability Reporting - Masterplan Adoption

Landcom reports publicly on its sustainability performance for a set of project-related key indicators in its annual reports. Please note that not all indicators are applicable to every project.

Within 2 weeks of the masterplan being adopted by the consent authority the PM must provide to Landcom all the following information, documents and reports for the purpose of Landcom's sustainability reporting:

- Strategic Social Plan
- Stakeholder consultation plan – refer to Landcom's Stakeholder Consultation Workbook.
- Water Sensitive Urban Design (WSUD) strategy (including water quality modelling data)
- Biodiversity/Ecological reports (including flora and fauna studies and riparian corridor studies)
- Vegetation Conservation Management Plan
- Riparian Corridor Management Plan
- Heritage reports (including indigenous and non-indigenous heritage studies)
- Heritage Conservation Management Plan
- Energy management and Greenhouse gas reduction strategy

## 2.2 Delivery

### 2.2.1 Sustainability criteria for precinct construction and built form delivery

Landcom's Sustainability Indicators and Targets define and detail our minimum requirements for delivery stages:

Sustainability Criteria	Instructions
Water Cycle Management	The project-specific WSUD Strategy must be incorporated in the delivery stage project management brief, tender package (sustainability returnable schedule) for development partners and associated Project Delivery Agreement (PDA).
Energy and Greenhouse Emissions	Landcom's minimum targets must be incorporated in the delivery stage project management brief, tender package (sustainability returnable schedule) for development partners and associated Project Delivery Agreement (PDA), design guidelines and Builder Agreements.
Waste Reuse and Recycling	Landcom's minimum targets must be incorporated in the delivery stage project management brief, tender package (sustainability returnable schedule) for development partners and associated Project Delivery Agreement (PDA), Builder Agreements, civil works contracts and building contracts (where building activity is a direct Landcom contract).
Influencing design	Landcom's Guidelines should be used to guide the preparation of project specific designs and development of design guidelines. Minimum sustainability design targets should be included in the preparation of design guidelines.
Moderate Income Housing - Moderate income range is defined as 80% to 120% of the average income across NSW. The average weekly earnings for NSW is published quarterly by the Australian Bureau of Statistics in Catalogue 6302.0 Table 11.	Unless otherwise stated by Landcom's development General Manager, the minimum target must be included in the delivery stage project management brief, tender package (sustainability returnable schedule) for development partners and associated Project Delivery Agreement (PDA).
Community Facilities – (facilities also includes social infrastructure and services as determined in your project's Strategic Social Plan at the masterplanning stage and agreed by Landcom's development General Manager).	The appropriate facilities and infrastructure should be incorporated as much as possible into your Planning Agreement, Section 94 plan, delivery stage project management brief, tender package (sustainability returnable schedule) for development partners and associated Project Delivery Agreement (PDA).
Community Development including Welcome Program and sustainable living education	Requirements must be incorporated in the delivery stage project management brief, tender package (sustainability returnable schedule) for development partners and associated Project Delivery Agreement (PDA) and/or builder agreements.
Ageing in Place	Landcom's minimum targets must be incorporated in the delivery stage project management brief, tender package (sustainability returnable schedule) for development partners and associated Project Delivery Agreement (PDA), Builder Agreements, and building contracts (where building activity is a direct Landcom contract).

### 2.2.2 Sustainability Reporting —Delivery Stage

Landcom reports the delivery stage indicators at practical completion of civil contracts or at the commencement of built form. If a contract has reached practical completion during the financial year you must provide the details for the relevant indicators as detailed in section 2.2.1 to Landcom immediately upon final versions becoming available. The PM or equivalent must provide to Landcom all the following information, documents and reports for the purpose of Landcom's sustainability reporting:

#### Upon completion of Civil works

- Detailed Water Engineering designs - WSUD
- Detailed Energy designs and renewable energy agreements
- Design guidelines
- EMP report card
- Sales plans
- Civil works contract OHS and Environmental audit reports

**Upon commencement of built form**

- BASIX certificates
- NAtchers certificates (Accurate)
- EMP report card for completed homes
- NABERS Water and Energy ratings for commercial buildings
- Display village plan and Universal Housing designs
- Built form contract OHS and environmental audit reports