

Appendix B: Compliance checklist

- B1** This compliance checklist is divided into three parts, as follows.
- Part 1 contains the building details and declarations.
 - Part 2a functions as a design checklist for the simplified approach detailed in Section 1.
 - Part 2b functions as a design checklist for the **dynamic thermal modelling** approach detailed in Section 2.
 - Part 3 is for verifying the completion details of the as-built residential building.
- B2** All three parts of the compliance checklist should be completed. The relevant parts of Part 2 and 3 should be signed by a person who is competent to design the residential building.
- B3** A copy of this checklist, or a similar checklist, may be submitted to the **building control body** as evidence that the building has been constructed as designed to reduce the risk of overheating.

Part 1 – Building details and declarations

The designer should complete this section.

1.1 Building and site details	
Residential building name/number	
Street	Land off Sedgley Road
Town	Manchester
County	
Postcode	M8 5AG
Proposed building use/type of building	Dwellinghouse
Are there any security, noise or pollution issues?	No
1.2 Designer's details	
Designer's name	Joseph Spence-Ealham
Company	Spence & Oldham Architects Ltd
Address line 1	25 Cosgrove Crescent
Address line 2	
Postcode	M35 0JX
Telephone number	07534107327
Email address	info@SOarchitects.co.uk`

Part 2 – Design details

The designer should complete either Part 2a or 2b, depending on the method used.

Part 2a – Simplified method (as detailed in Section 1)

2a.1 Site details	
Site location, assigned using paragraph 1.3 ⁽¹⁾	Moderate Risk
Building category, assigned using paragraph 1.4	Cross Ventilated
2a.2 Designed overheating mitigation strategy	
Details of standards selected:	
a. Maximum area of glazing	17.85m ²
b. Maximum area of glazing in the most glazed room	3.6m ²
c. Shading strategy	N/a
d. Total minimum free area	11.70m ²
e. Bedroom minimum free area	Bed 1 - 2.06m ² Bed 2 - 0.75m ² Bed 3 - 0.52m ²
2a.3 Designer's declaration	
Designer's name	Joseph Spence-Ealham
Designer's organisation	Spence & Oldham Architects Ltd
Designer's signature	
Registration number (if applicable)	
Date of design	12/11/2023

NOTE:

1. All references to paragraphs are to Approved Document O.

Part 2b – Dynamic thermal modelling method (as detailed in Section 2)

2b.1 Modelling details		
Dynamic software name and version		
Weather file location used, including any additional, more extreme weather files		
Number of sample units modelled, including an explanation of why the size/selection has been chosen		
2b.2 Modelled occupancy		
Has the project passed the assessment described in CIBSE's TM59, taking into account the limits detailed in paragraphs 2.5 and 2.6? ⁽¹⁾	Yes	No
Details of the occupancy profiles used		
Details of the equipment profiles used		
Details of the opening profiles used		
2b.3 Modelled overheating mitigation strategy		
Free areas		
Infiltration and mechanical flow rates		
Window g-value		
Shading strategy		
Mechanical cooling		
2b.4 Modelling results		
Has the project passed the assessment described in CIBSE's TM59, taking into account the limits detailed in paragraphs 2.5 and 2.6?	Yes	No
What is the overall overheating strategy (i.e. what design features are key to the project passing)?		
2b.5 Designer's declaration		
Has the building construction proposal been modelled accurately?	Yes	No
Designer's name		
Designer's organisation		
Designer's signature		
Registration number (if applicable)		
Date of design		

NOTE:

1. All references to paragraphs are to Approved Document O.

Part 3 – Completion details

Both the builder and the building control body inspector should complete this section.

3.1 Builder's declaration		
Has the residential building been constructed and completed according to the specifications set out in Parts 1 and 2 of this checklist?	Yes	No
Builder's name		
Builder's organisation		
Builder's signature		
Date of signature		
3.2 Building control body inspector's declaration		
Is the residential building's construction consistent with the details provided in Parts 1 and 2 of this checklist?	Yes	No
Inspector's name		
Inspector's signature		
Registration number (if applicable)		
Date of inspection		