Energy log books must be established for new buildings and major refurbishment projects under part L of the Building Regulations in England and Wales. In addition, log books are increasingly being developed for existing buildings in line with industry best practice.

Energy log books should be seen as an essential tool to promote energy efficient operation of buildings providing easily accessible up to date information for all those working in the building.

**Energy log books have four main functions:**

- **A building summary**
  Including original design, commissioning and handover details and information on management and performance

- **A reference point**
  A single point in which key building energy information is recorded

- **A source of information**
  To all involved in the daily management or operation of the building and to anyone carrying out work on the building and its services

- **A dynamic document**
  A place to record changes to the building and its operation. It is also used to log building performance and actions taken to improve the performance.

**When should it be produced?**

All new and refurbished buildings should have a log book produced as part of the design process. It is also recommended that energy log books are developed for existing buildings to promote best practice in energy efficiency and to support client sustainability strategies.

**Multiple tenancies**

Where a building is to be divided into multiple tenancies, it might be appropriate to have one central log book for the whole building with subsidiary sections for each tenancy.

The landlord would normally be responsible for the central log book and tenants responsible for their particular subsidiary sections.

**Logging energy performance**

As part of an annual review, the building manager should ensure that energy performance is recorded and compared against appropriate benchmarks and design stage estimates contained within the log book.

**DTZ’s Sustainability team**

DTZ’s Sustainability team can produce energy log books to meet and exceed best practice guidelines. Furthermore, if full building services information is not readily available within the site documentation then DTZ can assist in preparing the required documentation.

To find out more about energy log books within your business contact:

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