

Portfolio Certification Guide

Green Star – Performance v1

About this document

Within the Green Star rating system there are two programs that allow a group of projects that share similar features to be certified in bulk. These programs are Volume Certification and Portfolio Certification:

- Volume Certification focuses on the design and construction of assets, and typically uses Green Star – Design & As Built or Green Star – Interiors as the rating tools of choice.
- Portfolio Certification on the other hand, focuses on groups of assets in operation, and uses Green Star – Performance as the rating tool of choice.

The focus of this document is Portfolio Certification, and outlines the processes involved in achieving certification.

This document provides a brief introduction to Portfolio certification of buildings against Green Star - Performance v1. What it is, the benefits, pricing and a brief guide on how to use this approach for your Portfolio.

Green Star - Performance

Green Star is an internationally recognised rating system that delivers independent verification of sustainable outcomes throughout the life cycle of the built environment.

Green Star's mission is to create sustainable places for everyone. Green Star aims to transform the built environment by encouraging practices that:

- Reduce the impact of climate change
- Enhance the health and quality of life of inhabitants and the sustainability of the built environment
- Restore and protect the planet's biodiversity and ecosystems
- Ensure the ongoing optimum operational performance of buildings
- Contribute to market transformation and a sustainable economy

Green Star Performance is a holistic sustainability rating tool that assesses the operational performance of buildings. It is an effective tool to benchmark the sustainability of assets and measure improvements in operational performance over time.

Green Star - Performance Rating Scale

The Green Star rating is determined by comparing the number of available points achieved out of the total available points. The rating scale shown below details the thresholds for the Star ratings awarded.

Percentage of Available Points	Rating	Outcome
0-9	Zero Star	Assessed.
10-19	One Star	Minimum Practice
20-29	Two Star	Average Practice
30-44	Three Star	Good Practice
45-59	Four Star	Australian Best Practice
60-74	Five Star	Australian Excellence
75+	Six Star	World Leadership

Green Star - Performance Portfolio

Green Star – Performance has been developed with the knowledge that many buildings are operated as a part of a broader campus or portfolio. The GBCA have developed a customised volume certification offering for groups of buildings that exist in a portfolio or are managed centrally on a campus. This offering includes:

- A cost effective Portfolio certification fee offering
- A Portfolio wide certification agreement
- A technical workshop with the GBCA to assist with project planning, answer questions, develop an efficient Green Star – Performance strategy and resolve issues relating to certification of the portfolio.
- Queries (Technical Clarifications and Credit Interpretation Requests) that result from the technical workshop.
- The Portfolio Supplement document (this document), a guidance document to assist project teams in understanding the Green Star – Performance portfolio certification process.

Who Portfolio certification is for

Portfolio certification is an optional approach for Green Star - Performance Certification. It is open to any organisation that owns and / or operates multiple buildings. This may include but is not limited to:

Green Star - Performance Portfolio Certification

Date issued: 16th July 2015 Release v1.0

- Owners or operators of multiple commercial buildings (office, retail, etc.)
- University campuses or large school campuses
- Hospital or health groups or large hospital campuses and/or multiple health facilities.
- Local, state or federal government departments managing a number of building assets

Certification outcomes

An organisation that completes Green Star - Performance certification for a group of assets using Portfolio approach will achieve:

- A certified Green Star - Performance rating for each building included in the rating based on the operational performance of that building. Note, Green Star - Performance (using either one of a portfolio or individual building approach) is an assessment of the sustainable operations of buildings.
- An average Green Star - Performance rating for the portfolio of buildings assessed showing the average performance across all categories for the portfolio and the individual performance of each building included in the portfolio (see below example).

Certification lasts for three years subject to annual reporting for greenhouse gas emissions and potable water performance.



This is to certify that

Your Portfolio

has been awarded an average
4.2 Star Green Star rating^a

representing Best Practice in operations across a portfolio of buildings.

Certified on November 2015 -
valid until November 2018^b



Average number of points awarded **67/100**^d

Average Green Star Category Achievements^c

Management 11/17	Indoor Environment Quality 12/18	Energy 21/27
Transport 05/07	Water 08/14	Materials 03/08
Land Use & Ecology 02/04	Emissions 02/05	Innovation 03

^a The average Green Star - Performance rating for the applicant's portfolio is the average Green Star points awarded, weighted to account for building area and percent ownership of the applicant for the buildings listed on this certificate.
^b Subject to annual checks.
^c The area and ownership weighted average number of points earned in a category for all assets assessed under this portfolio rating.
^d The area and ownership weighted average of the total points achieved by each individual building assessed under this portfolio rating.



This certificate is relevant to the following buildings in the named portfolio

Building name	Percent ownership	Area (m ²)	Potable Water (kL/m ² /annum)	GHG Emissions (kgCO ₂ -e/m ² /annum)	Points awarded	Rating
Your project name	10%	11,000	100	100	46	4 Star
Your project name	10%	16,958	100	100	46	4 Star
Your project name	10%	18,512	100	100	46	4 Star
Your project name	10%	9,213	100	100	46	4 Star
Your project name	10%	15,150	100	100	51	4 Star
Your project name	10%	26,512	100	100	46	4 Star
Your project name	10%	26,231	100	100	58	4 Star
Your project name	10%	18,212	100	100	45	4 Star
Your project name	10%	12,215	100	100	46	4 Star
Your project name	10%	14,298	100	100	46	4 Star
Your project name	10%	12,358	100	100	46	4 Star
Your project name	10%	20,152	100	100	48	4 Star
Your project name	10%	12,451	100	100	46	4 Star
Your project name	10%	8,145	100	100	46	4 Star
Your project name	10%	24,365	100	100	49	4 Star
Your project name	10%	12,879	54	100	52	4 Star

Area and Ownership weighted average^e **4.2 Star Green Star rating**

^e The average Green Star - Performance rating for the applicant's portfolio is the average Green Star points awarded, weighted to account for building area and percent ownership of the applicant for the buildings listed on this certificate.

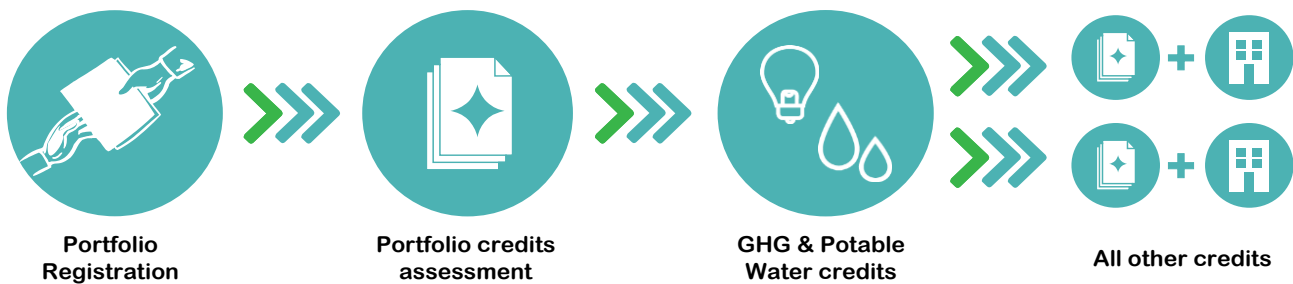
Benefits

The Performance Portfolio process has been developed to allow a property owner to verify the operational performance of a portfolio in a time and cost effective manner. Benefits of the Portfolio approach include:

- It captures efficiencies of scale across the operations of multiple assets
- It enables organisations to review its sustainable operation performance across all assets and align asset level performance with organisational targets and strategy
- It encourages organisations to drive and report on incremental improvements across all assets that they own or operate
- It enables organisations to report and advertise both average portfolio outcomes against the Green Star - Performance rating tool as well individual asset performance.

Portfolio certification process

The graphic details a generic approach for tackling a Portfolio submission. This graphic is also aligned with the stepped approach to certification pricing also outlined in this document.



Registration

Before a project can be certified it must be registered. This involves the Applicant signing a certification agreement with the GBCA and the payment of the certification fee. At this point in time the Applicant will also provide a base level of information on the buildings to be included in the Portfolio certification. The GBCA are continuing to refine our agreement and fee structure to create a streamlined and cost effective process for all Applicants.

Portfolio credit assessment

Any credit criteria that the Applicant manages at a group, organisational or portfolio level may be targeted as a portfolio credit. Portfolio credits may be targeted by drawing upon organisational policies, management practices, standard processes, service agreements, reporting mechanisms or similar actions that apply to multiple buildings within a portfolio. Note, credits targeted at the portfolio level can only be claimed against a building within a portfolio if the measures claimed are applicable to that building.

The GBCA will be available to guide Applicants through this process early on through the facilitation of a technical workshop. Ongoing support will be provided to Portfolio projects to encourage the very best outcomes for all participants.

Greenhouse Gas & Potable Water credits

Greenhouse gas emissions and potable water are typically some of the first environmental attributes (beyond statutory compliance) that are focused on by organisations. Both Greenhouse Gas Emissions and Potable Water credits include a flexible approach which allow for the development of benchmarks applicable to a range of different building types.

As a minimum, projects must be registered for Portfolio credits plus Greenhouse Gas Emissions and Potable water to be eligible for Green Star - Performance using a portfolio approach.

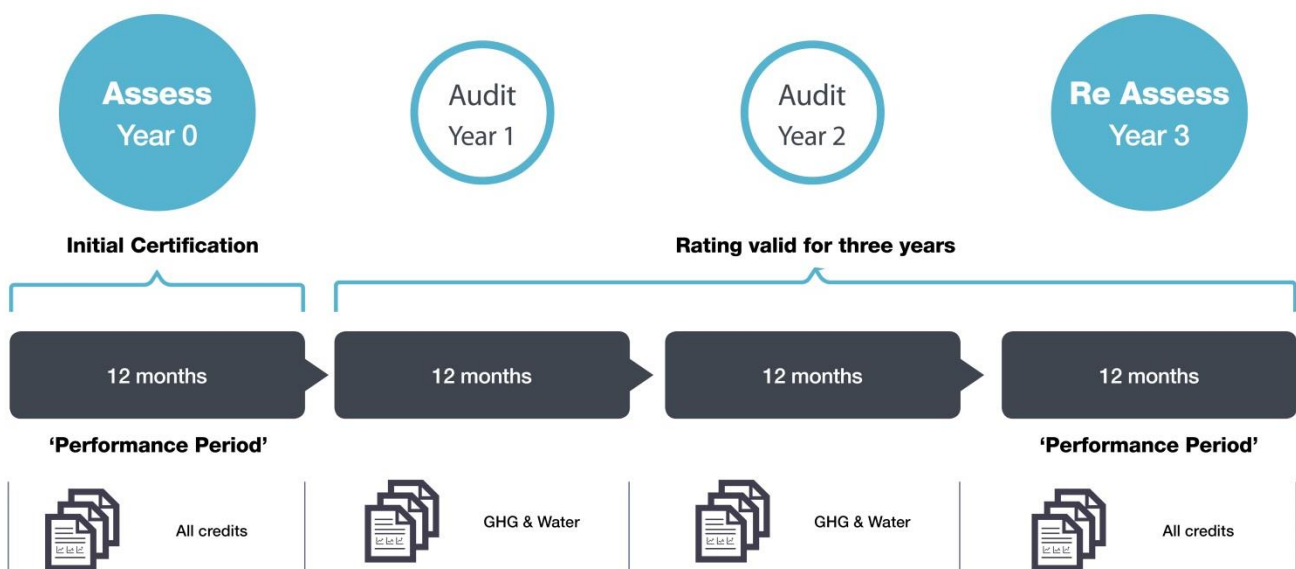
All other credits

Applicants wishing to achieve higher Green Star - Performance ratings for their buildings and portfolios are encouraged to register for 'all other credits' also. There are a number of credits within Green Star - Performance which are only able to be targeted at a building level, for example daylight & views are attributes of an existing building that are not able to be managed and achieved through organisation wide practices. An Applicant has the option to select 'all other credits' for a selection of 'high performers' within their portfolio or can target these credits for all buildings, it's up to you.

Recertification

Green Star - Performance is based on the assessment of a building's operations during a one year 'Performance Period'. The certification, once achieved, is valid for up to three years. To maintain the rating after initial certification the Applicant must provide Greenhouse Gas Emissions and Potable Water performance credits in years 1 and 2 following initial certification. Year 3 is the Performance period which will form the basis for recertification. In this way the tool ensures maintained levels of performance year on year and incentivises incremental improvement over time.

An Applicant can recertify a building or portfolio in less than the maximum three years. Some may wish to carry out the recertification exercise earlier to demonstrate and be recognised for improved performance earlier due to upgrades to management practices and or building performance.



Portfolio Certification Pricing

When taking a Portfolio Certification approach, a flat fee is applicable to the portfolio credits assessment, with individuals fees applied for 'GHG & Potable Water' and 'All other credits' on a per building basis. Please contact the GBCA for more detail on fees or for a quote for your Portfolio Certification.

For more information on Portfolio Certification or to register your Portfolio please contact one of the below GBCA staff members.

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