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# BRE Scotland

## Energy Certification Schemes Newsletter

### Summer 2012

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Welcome to the Energy Certification newsletter

In this edition are updates on:

- EPCs – Fees, Registration and who can produce the Certificates.  
Auditing process will be more rigorous from 01 Oct 2012, EPCs & property marketing requirements.
- Green Deal – 01 October 2012 is the official launch date

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Dear Energy Certification colleague,

There are a few significant changes on the near horizon that you should be aware of with respect to the production and lodgement of EPCs in Scotland. Now is the time to consider these changes to ensure that your energy certification services continue without interruption.

What is the driver for these changes?

The recast of *Directive 2010/31/EU, the Energy Performance of Buildings Directive* proposed changes to how energy certification was to be delivered and controlled. The Scottish Government's response to the consultation on the recast was published earlier this summer and identified key areas of change as to how EPCs are to be produced and lodged to a central register.



## EPC registrations in Scotland

The changes that are planned for 01<sup>st</sup> October 2012, with more on 09 January 2013 will impact on the cost to lodge an EPC, extend the range of EPCs that must be registered, require software updates to accommodate these changes and will have related training and accreditation issues for Certifiers and their authority to produce an EPC.

### Lodgement of EPCs - what will change in October?

The current situation is that only Domestic EPCs were required to be registered with the HEED database, operated by the Energy Savings Trust (EST) on behalf of the Scottish Government. In addition to the introduction of lodgement fees, existing Non Domestic building EPCs are required to be registered for the first time. With effect from 09 Jan 2013, all new build EPCs will also be required to be registered on HEED.

It may be necessary for Non Domestic Certifiers to upgrade their software to ensure it is able to send the EPC to HEED. Additional training may be necessary for existing Certifiers. BRE's Non Domestic Scheme is working with Scottish Government, EST, software providers and others to map out the exact needs for Certifiers to be able to continue producing EPCs when the registration process goes live. Details will be sent to you as soon as they are confirmed to the Scheme.

### EPC Registration fee for existing buildings with effect from 01 October 2012

The registration fees will apply to existing domestic and non-domestic building EPCs produced from 01<sup>st</sup> October 2012. Certifiers should ensure that they advise their clients and colleagues of this important development. The lodgement fee is being charged by the EST and is additional to the current fees for an Approved Organisations (AOs) EPC Scheme certificate fee and VAT. The intention of this change is to align Scotland's EPC lodgement fees with those charged elsewhere in the UK. The fees are as shown:

#### EPC lodgement fees (effective 01 Oct 2012)

- Domestic - £1.15 per EPC lodged
- Non-domestic - £5.36 per EPC lodged

Please note the above fees do not include the Certification Scheme fee or VAT. Both these charges are applicable to the cost to produce and lodge an EPC. Please take time to update your systems and customer information to reflect this development. It is also important to be aware that these fees are being imposed by EST on behalf of the Scottish Government. BRE has no control over the imposition of these fees and receives no beneficial interest from this cost.



### Mechanism to pay the lodgement fee

The AOs have received a proposal from the Scottish Government to allow EST to accept the lodgement fee at the point when the EPC is being lodged. This may require Certifiers to obtain a pre-paid account with EST to allow their EPC to be placed on the register. This option has not yet been finalised and the AOs are in consultation with Scottish Government on the fine detail. AOs are participating in the testing schedule for the payment mechanism with EST during September. Once we have more information it will be sent directly to you.

### New build EPCs (Domestic and Non Domestic) registration

New build EPCs (Domestic and Non Domestic) are required to be registered with HEED, with effect from **09 January 2013**. This requirement will have an impact on who will be authorised to produce such EPCs. The Scottish Government have stated that only members of Approved Organisations (AOs) can register these EPCs. Mandatory CPD for Certifiers may be required to maintain Scheme membership. Current members of BREs Approved Certification of Design (ACD) Schemes will be offered the opportunity to apply for membership of the EPC Scheme that corresponds to their ACD membership.

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Domestic ACD members can apply to join the Domestic EPC Scheme. Non-Domestic ACDs can apply to join the Non Domestic EPC Scheme. This will offer opportunity as it will allow suitably accredited certifiers to issue EPCs for new & existing buildings in Scotland. The ACD Scheme members will be informed of the actions required to be awarded AO Scheme membership.

### Revisions to Certifiers practice

Minor differences in terminology aside, these will be consistent with UK practice and reinforced by reference by AOs to the relevant assessor National Occupation Standards (NOS) in conditions of appointment and operation as a Certifier. This will mean that new members may be required to train to a more rigorous standard and existing members will be required to demonstrate competence to retain their EPC membership.

### New quality assurance regimes

#### Auditing EPCs

Sample checking of EPC data is to begin from 1 October 2012 for all AO members. EPC production will be subject to a more prescribed audit process than has been required in Scotland to date. This is likely to involve a percentage sample analysis of EPCs produced and will contain a target quality standard that the Certifier should meet. The procedure for auditing will be published in the near future.



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## Software implications - New versions of RdSAP and SBEM

### RdSAP v9.91 for Domestic EPCs

The introduction of the New EPC register will coincide with changes to RdSAP and SBEM. Existing EPC Certifiers will be required to complete training on the RdSAP v9.91 software to maintain competence and retain Scheme membership. BRE are finalising an online training option for those who have not attended a BRE Scotland approved RdSAP v9.91 update event. This option will be offered during September. If you have completed a BRE approved RdSAP v9.91 update session, please send in a copy of your course certificate by no later than 14 September 2012. You can e-mail a copy to [smithgk@bre.co.uk](mailto:smithgk@bre.co.uk) or post it to the address at the foot of this newsletter.

### SBEM for Non Domestic EPCs

The Scheme is monitoring developments with SBEM and, so far, no update has been issued for 01 October 2012. The Non Domestic EPC Scheme will keep members advised on software development and the lodgement mechanism as more detail becomes available. Please note the web link below to the NCM web site where SBEM updates can be downloaded along with supporting documentation.

<http://www.ncm.bre.co.uk/>

### EPCs for New buildings.

Any building built to a building warrant applied for on or after 9 January 2013 will be required to lodge its EPC to the EST register when the building is completed. The EPC for Domestic New Buildings should be produced using full SAP software. Non Domestic Buildings should use SBEM or other recognised software such as IES. Only Approved Organisation members will be permitted to produce such EPCs. BRE will issue training guidance over the next few weeks for ACD members and energy modellers who wish to join the AO and be accredited to produce both new and existing build EPCs.

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## PROPERTY ADVERTISEMENTS – ENERGY PERFORMANCE CERTIFICATES

The Scottish Government has issued advice regarding requiring that the energy performance indicator from the EPC must be stated in any advertisement in commercial media will come into force on 9 January 2013.

Please take time to read the detail below and make the necessary adjustments to your certification practice to accommodate these changes. You may also wish to pass a copy of this information to your professional contacts to inform them of the changes impacting EPC production. The indicated changes to Scottish legislation which will impact on BREs EPC Scheme membership. These relate to the provision of information on the energy performance of a building when it is offered for sale or rental.

Information on energy performance within advertisements in commercial media.

Article 12(4) of Directive 2010/31/EU the Energy Performance of Buildings introduces a requirement that, where an Energy Performance Certificate (EPC) is required on the sale or rental of a property, the energy performance indicator from that Certificate must be stated in any advertisement in commercial media. This requirement will apply to all sale or rental transactions for which building owners are required to provide an Energy Performance Certificate under regulation 5 of the Energy Performance of Buildings (Scotland) Regulations 2008

(<http://www.legislation.gov.uk/ssi/2008/309/contents/made>). Buildings types which are exempt from the need to obtain an EPC are set out in regulation 4 and remain unchanged.

Following a public consultation, the Scottish Government sought views on the level of information to be provided within the advert and also on the definition of "commercial media". Respondents were of the view that only the EPC banding was required for advert, e.g. EPC – C, and that a clear definition be provided for the term "commercial media". The consultation and Scottish Government response can be accessed at:

<http://www.scotland.gov.uk/Topics/Built-Environment/Building/Building-standards/publications/pubconsult>.

In response to the consultation, the Energy Performance of Buildings (Scotland) Amendment No. 2 Regulations 2012 - SSI 2012/208 have now been laid in Parliament. This introduces the requirement for the inclusion of the energy performance indicator within advertisements from 9 January 2013.

These requirements are set out within a new regulation 5A, which includes a clear definition of "commercial media", with enforcement powers conferred through new regulation 17A. A weblink to the legislation is attached for ease of reference:

<http://www.legislation.gov.uk/ssi/2012/208/contents/made>



Requirement to provide recommendations report with an EPC.

Where an Energy Performance Certificate is produced, it is accompanied by a Recommendations Report offering further information and advice to building owners on their building and how it can be improved. Previously, there was no requirement to make this document available. From 01 October 2012, regulations require that both the EPC and Recommendations Report are made available to potential owners or tenants and provided to the new owner or tenant. These provisions are set out in amendment to regulation 5, with enforcement powers conferred through existing provisions within regulation 14.

You should note that, as with the need to provide an EPC on sale or rental, these regulations imposes a duty on the building owner which, if not met, can result in enforcement action and the issue of a penalty charge notice by the local authority.

It is therefore essential that property professionals are aware of these requirements and the need for appropriate advice and action when appointed by a building owner.

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## Green Deal

### Green Deal Advisor Organisation (GDAO)

This is the route which a company should follow to attain GDAO status. Once a firm has been authorised as a GDAO, it can employ suitably trained staff to be active as Green Deal Assessors (GDA). BRE can assist your firm with its application to gain GDAO Certification. It is recommended that you register your firms interest in GDAO as soon as possible. Use the link below to the Green Deal web site.

### Green Deal Assessor

BRE Scotland will offer Green Deal Assessor (GDA) Training from October 2012. The programme will start with Domestic GDA. Non Domestic training will follow later in the year. You can register your interest to participate in this training and other Green Deal activity now by using the link below. Please note that the GDA training requires extensive pre –course preparation so early registration is highly recommended. The dedicated Green Deal web site contains invaluable information on what the GD entails, what roles there are within the activity and how to engage with BRE and progress to become a GDA or pursue some of the other roles and opportunities.



#### Summary of Application Process



[www.bre.co.uk/BRE Green Deal Register Interest](http://www.bre.co.uk/BRE Green Deal Register Interest)

## Green Deal Software

### Non Domestic

Another variant of SBEM will be used to assess non-domestic buildings for suitability for Green Deal loans when the policy is launched by DECC in October 2012. This version allows users to tailor the usage of the building to match its actual operation, to take account of actual metered energy consumption and to estimate the savings from packages of improvement measures. A pilot version can be downloaded from [www.gdtool.bre.co.uk](http://www.gdtool.bre.co.uk).

### Domestic

The Website [www.gdsap.org.uk](http://www.gdsap.org.uk) is intended to support the development of the Occupancy Assessment and contains a beta version of the software & methodology. Please be aware that this is not the full or final version of the software. It is being made available to allow you to become familiar with the look and function of the GD.

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### Linkedin Group for Green Deal professionals

There is also a LinkedIn group specifically for Green Deal professionals and energy certification professionals. You are encouraged to join the group and generate discussion and debate on how to gain benefit from participation with Green Deal. Search under your LinkedIn Groups for "Green Deal UK" and join today. There is no cost or commitment to participate in this group.

[http://www.linkedin.com/groups/Green-Deal-UK-4575791?trk=myg\\_ugrp\\_ovr](http://www.linkedin.com/groups/Green-Deal-UK-4575791?trk=myg_ugrp_ovr)

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## Building Standards Division

Please find attached a web link to the Scottish Government response to the consultation on the recast Directive 2010/31/EU, the Energy Performance of Buildings Directive.

<http://www.scotland.gov.uk/Topics/Built-Environment/Building/Building-standards/publications/pubconsult/epbdconsultrptfnl>

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