



## INSIDE AUGUSTS PROCESS AND NEWS NOTE

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## NON-DOMESTIC NEWS

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### **BREEAM Higher Education Assessor Training**

At the end of July the BREEAM Higher Education scheme was launched to facilitate the assessment of university facilities, including teaching, research and mixed use buildings, without the need to commission a set of BREEAM Bespoke assessment criteria. The Higher Education technical guidance forms part of the BREEAM Education scheme (issue 3.0) and is available to download from the Assessor's Extranet and the BREEAM website [www.breeam.org](http://www.breeam.org).

Training on Higher Education buildings for new BREEAM Education Assessors will form part of the BREEAM Education training course from September 2009.

#### **Existing qualified BREEAM Education assessors**

BREEAM Education assessors that have qualified before September 2009 will be invited to upgrade their existing qualification to include higher education.

To upgrade an existing BREEAM Education qualification, an assessor will be required to complete a remote learning Higher Education tutorial package. This will take approximately 2-3 hours to complete. The aim of the training package is to bring existing education assessors 'up to speed' on the technical additions to the scheme.

This route to qualification is not open to new assessors or existing assessors that do not already hold the BREEAM Education qualification (The training route for new BREEAM Education assessors is described above).

Please note that the Higher Education remote learning course material constitutes only an extension to the scope of the BREEAM Education qualification. For this reason there is no additional examination associated with the training.

The Higher Education remote learning course will be available from late September 2009. For three months from its launch, the remote learning course will be offered free of charge to all existing Education licensed assessors, after which a fee of £350+VAT per assessor will be applied.

Please note, in order to register higher education assessments, the qualified assessors organisation will need to purchase an additional higher education licence at the cost of £535+VAT.

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### Existing BREEAM Bespoke assessors that have already registered at least one Higher Education building prior to the launch of the scheme (July 2009)

Existing BREEAM Bespoke assessors that have already registered and are in the process of completing an assessment of a higher education building using the BREEAM Bespoke scheme will be entitled to:

1. Continue any existing paid for and registered BREEAM Bespoke Higher Education (HE) assessment through to certification.

In order to meet anticipated initial ongoing demand for HE building assessments, continue to register new Higher Education buildings against BREEAM Education from July 2009 until 31<sup>st</sup> December 2009. From January 2010, where an assessor is not a qualified BREEAM Education assessor, they will be required to formally train as an:

1. Education assessor to complete to certification any Higher Education building registered against the BREEAM Education scheme.
2. A list of assessors currently able to carry out Higher Education assessments will be shortly published on the <http://www.greenbooklive.com/> website.

### Non Domestic FAQs

We have updated the FAQs for BREEAM schemes this month. (Accessed via the home page of the assessors Extranet) You will find new FAQs on the extranet for the following categories;

- Ene 5 - Low or Zero Carbon Technologies
- HW17/ HEA13 - Acoustic Performance
- HW24/ HEA16 - Drinking Water
- HW8/ HEA7 – Potential for Natural Ventilation
- HW5 / HEA5 - Internal and External levels of Lighting
- LE1 – Reuse of Land
- LE4/ LE5 – Mitigating Ecological impact/ Enhancing site Ecology
- M14/MAN9 – Publication of building information
- MAN12 – Responsible Sourcing of Materials
- MW2/MAT2 – Hard Landscaping
- POL5 – Flood Risk
- TRA3 – Cyclist Facilities
- W1 – Water Consumption
- W3/WAT3 – Major Leak detection
- W5/WAT5 – Water Recycling

FAQs are updated on a monthly basis so please remember to check the FAQs before submitting a technical query.



### Code for Sustainable Homes: LZCs in POL 2 – Clarification

To account for the associated reduction in energy demand and NOx emissions in dwellings where SAP appendix M (PV, micro-wind, small scale hydro), N (micro-chp) and/or Q (MVHR, FGHRs) technologies are specified the following procedure should be followed:

#### For systems assessed under section 9a of SAP:

Energy produced or saved kWh = [SAP box 110 - 111]. The result from this calculation should then be entered into step 5 of the calculation (along with any solar DHW input where specified).

#### For systems assessed under section 9b of SAP

Energy produced or saved kWh = [SAP box 117\* - 118\*]. As above, the result from this calculation should be entered into step 5, along with any solar input as instructed.

Although SAP appendix M technologies may not directly contribute to reducing space and water heating demand and NOx emissions (e.g. in dwellings where the space and water heating fuel is gas and the specified technology produces electricity); SAP allows this type of specification to contribute to reducing CO2 emissions and does not explicitly reduce emissions from electricity consumption through direct allocation of the savings to electrical demands (i.e. emissions reductions from electricity generated are calculated by subtraction from total dwelling emissions, including those from space and water heating, rather than from lighting and/or ventilation emissions alone). Therefore, the logic is to follow the same rationale for NOx emissions and allow the above technologies to contribute to a reduction.

### Hea 2 Issue - Sound Insulation - Clarification re ANC Members

It has come to our attention that not all ANC Members are authorised to complete pre-completion Part E of Code sound testing.

When assessing this issue, care should be taken to ensure that ANC Members are registered by ANC to perform pre-completion testing.

There are two lists on the ANC website, a list of ANC registered organisations which are registered to perform pre completion sound testing can be found here: [http://www.association-of-noise-consultants.co.uk/index.php?\\*p=sitmembers](http://www.association-of-noise-consultants.co.uk/index.php?*p=sitmembers), the other list is simply a list of ANC members

### Domestic FAQs

We have updated the FAQs for Code, EcoHomes and BREEAM Multi residential schemes this month. (Accessed via the home page of the assessors Extranet). You will find new FAQs on the extranet for the following issues:

#### Code

- Process
- Ene 5 - Energy Labelled White Goods
- Wat 1 - Indoor water use
- Mat 1 - Environmental Impact of Materials
- Eco 1 - Ecological Value of Site
- Eco 2 - Ecological Enhancement
- Eco 3 - Protection of Ecological Features
- Eco 4 - Change in Ecological Value of Site



#### EcoHomes

- Process
- Mat 1 - Environmental Impact of Materials
- Mat 2 - Responsible sourcing of Materials: Basic Building Elements
- Eco 2 - Ecological Enhancement
- Eco 4 - Change in Ecological Value of Site

#### BREEAM Multi-residential

- Process
- MW1 / Mat 1 - Material specification (major building elements)
- MW2 / Mat 2 - Hard Landscaping and Boundary Protection
- HW11 - Sound Insulation
- Hea 2 - View Out
- P1 - Refrigerant GWP - Building Services
- P2 - Preventing Refrigerant Leaks
- T5 /Tra3 - Cycle / Electric Buggy / Wheelchair Storage/ Cyclist Facilities

FAQs are updated on a monthly basis so please remember to check the FAQs before submitting a technical query.

## BREEAM INTERNATIONAL NEWS

### BREEAM Europe Update

We are happy to announce that after a successful pilot year, over the next few months BRE Global will be working on updating the BREEAM European Schemes for Retail, Offices and Industrial as well as the BREEAM International assessor training course.

Since the schemes were released in August 2008, 41 projects have been registered, 6 projects certified and 392 assessors trained. Additionally another 8 projects have recently been certified under the BREEAM Bespoke International 2006 scheme. For a list of registered and certified projects please visit [www.breeam.org/international](http://www.breeam.org/international)

Over the past 10 months, we have received extremely positive feedback on the BREEAM European schemes from both assessors and clients. From this feedback received, we have also recognised the need to update the schemes and adapt them further to ensure their relevance and applicability to each European Country.

Over the last two weeks we have run feedback workshops all over Europe and have met with over 70 BREEAM International assessors and key clients. The workshops have been a great success and the feedback provided has been extremely beneficial in assisting us with the update of the European Schemes. If you would still like to contribute your feedback, forms can be found on the international assessor extranet.

Our next steps are to examine how the BREEAM European Schemes can be improved both technically and operationally using the feedback received from the workshops and from assessors over the last 10 months. The new manuals and updated schemes are due to be released in the autumn of this year. Presentations, minutes from the workshops, expected changes and further information are available to all BREEAM International assessors on the BREEAM extranet. This will be continuously updated with the progression of the update of the schemes. [www.breeam.org/extranet](http://www.breeam.org/extranet).

We would like to thank all of the BREEAM International assessors who have contributed to the pilot year and to the update of the schemes so far for their continued support.



## Changes for BREEAM Bespoke from September 2009

### Structure of the BREEAM Bespoke family

The BREEAM Bespoke UK Assessor licence covers a family of BREEAM UK schemes, including the BREEAM Bespoke method and a number of schemes tailored for particular clients, such as BREEAM Courts, Prisons, Data centres, Foreign and Commonwealth Office (FCO) and BREEAM Fire stations (to be launched soon).

As a result of this ever growing family of non standard BREEAM schemes, BREEAM has felt it necessary to clarify the products and services on offer.

Consequently, from September 2009, BREEAM are renaming the suit of non standard BREEAM schemes as “BREEAM Other Buildings”. This title will better reflect and clarify the nature of the products and services on offer and differentiate between the standard schemes (e.g. BREEAM Offices), and the range of tailored schemes and project specific bespoke criteria in the BREEAM family. The term “BREEAM Other Buildings” will encompass all non standard UK and International BREEAM schemes and will be phased in during this time. This title will be used for licence and training purposes only as a way of grouping the family of schemes. The BREEAM Bespoke name will still be used for certification purposes, where applicable.

Please note that these changes do not change the status of the BREEAM Bespoke Licence and existing documentation. For all current licensed BREEAM Bespoke Assessors, your licence still remains valid and once your licence is ready for renewal, it will be renewed under the new name of BREEAM Other Buildings.

For further information regarding these changes please see the document entitled “Changes for BREEAM Bespoke from September 2009” on the Assessor Extranet – BREEAM Assessor Guidance pages.

### BREEAM Bespoke – New Process

As of the 1 September 2009 the process for undertaking all BREEAM Bespoke Single or Multiple building criteria development for both UK and International is being streamlined and improved. These improvements include an application form which combines the initial information collection document and building questionnaire, reductions in delivery timescales and changes to the commenting process.

All enquiries received and proposals issued before midnight on 31 August 2009 will follow the old BREEAM Bespoke process as outlined in Appendix 1 of the proposal. All enquiries received from 1<sup>st</sup> September will follow this new process.

For further information regarding these process changes please see the document entitled “Changes for BREEAM Bespoke from September 2009” on the Assessor Extranet – BREEAM Assessor Guidance pages.

### BREEAM Bespoke Training

BREEAM have received feedback from Assessors regarding the current training requirements to become a BREEAM Bespoke Assessor for both the UK and International. In some cases delegates attend the International training course, purely to become a UK BREEAM Bespoke Assessor and therefore many aspects of the course are not applicable. Many delegates also attend the International course purely to become internationally qualified and as such are not interested in becoming a UK BREEAM Bespoke Assessor. In addition many delegates feel that the International Top up day training does not cover the Bespoke process and schemes adequately.

Therefore, as a result of this feedback, in addition to the changes to the BREEAM Bespoke process, BREEAM are re-organising the training required to become a BREEAM Other Buildings Assessor for both the UK and International.

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From October 2009 onwards, the BREEAM International course will focus on the BREEAM International schemes and the products in the BREEAM Other Buildings family for International assessments only (mainly BREEAM Bespoke International). The last BREEAM International course that will cover both UK and International BREEAM Bespoke will run on **24 September 2009**. From October onwards, in order to become a UK Other Buildings assessor you will be required to attend the new **UK BREEAM Other Buildings top up day training course**. The first UK BREEAM Other Buildings top up day training course will run on **22 October 2009**.

For further information, dates for the new UK BREEAM Other Buildings top up day training course and how this applies to International courses running now until September, please see the document entitled "Changes for BREEAM Bespoke from September 2009" on the Assessor Extranet – BREEAM Assessor Guidance pages.

### **BREEAM Fire Stations and BREEAM Forestry Commission Visitor Centres tailored assessment criteria**

BRE Global has been expanding the BREEAM 2008 standard for use in Fire Stations and the Forestry Commission's Visitor Centre buildings. The BREEAM Bespoke scheme was used as a platform and its content as the foundation for developing tailored sets of BREEAM criteria for these building types. As such, these new schemes sit within the BREEAM Other Buildings family (as mentioned above). Benchmarks/standards specific to each of these building types are outlined in separate criteria appendix documents which must be used to fully assess these buildings.

#### **Scope of the schemes**

##### **Fire Stations:**

Developed on behalf of the Department of Communities and Local Government, this method can be used to assess the following types of Fire Stations (where they contain typical Fire Station facilities):

- Whole time (24hr occupation)
- Day (core working hours)
- Retained (occupied during emergency call out)
- Volunteer (occupied during emergency call out)

##### **Forestry Commission Visitor Centres:**

Only visitor centres which are procured/ funded by the Forestry Commission can be assessed using this method. The assessment criteria can cover a range of building types/spaces which may form part of the main building being assessed or be a stand alone building within the visitor centre complex such as:

- Small educational rooms/buildings
- Small café/retail space e.g. bike rental

##### **BREEAM Process**

Registration of assessments for each of these schemes takes place in the same way as other BREEAM schemes, via the registration forms on the extranet. As these schemes were developed using the BREEAM Bespoke scheme framework, only BREEAM Other Buildings (previously known as Bespoke) Assessors have access to the criteria via the extranet and can register/carry out assessments.

The certification structure and fees for the new schemes are the same as those for other standard BREEAM schemes (please refer to the BREEAM fee schedule on the Assessor's Extranet).

##### **Feedback & Update**

Over the next 12 months, from the launch date of the scheme, BRE Global will gather feedback/comments on the new schemes and their criteria and, if applicable, review and re-issue updated versions. Feedback templates are available on the extranet for assessors to submit any comments on the criteria.



### Green Guide Ratings for Certified Products

We are pleased to announce that Green Guide ratings for certified products are now displayed on the Green Book Live website ([www.greenbooklive.com](http://www.greenbooklive.com)).

The web pages allow the user to access ratings to the 1999 methodology and the new 2008 methodology for the certified products. In light of this, we have withdrawn the Green Guide rating documents on the Extranet and replaced them with a link to the appropriate search page for Environmental Profiles on GreenBookLive.

## BREEAM COMMUNITIES

### BREEAM Communities

BRE Global has had to postpone the BREEAM Communities Assessor Training Course that was scheduled for the 21st & 22nd of July 2009 (and the course in late September 2009). While we regret the rescheduling of the assessor training course in July 09, the drivers behind it include a set of recommendations from the BRE Planning and Communities Expert Group, the BRE Sustainability Board, as well as a range of Government organisations such as CLG, HCA and the RDA's. Below is an outline of what has been put in place to enable you to start assessing projects using BREEAM Communities, obtain your BREEAM Communities Assessor Qualification (and License) and then certify projects that you are working on against the BREEAM Communities Standard.

#### Information on the Roadshow:

In September and October 2009 we will be running a series of half day regional workshops for local planners, consultants and developers on BREEAM Communities - to find out where and when specific regional workshops will be held please visit [training@breglobal.com](mailto:training@breglobal.com) dates and venues are below:

- Manchester - 25th September
- Bristol - 6th October
- Brighton - 8th October
- Watford - 13th October
- Newcastle - 19th October
- Cambridge - 22nd October

#### The Next Training Course(s):

The next BREEAM Communities Assessor Training Course will be held on the following dates:

- November 2009 - Tuesday 10th and Wednesday 11th @ BRE Watford
- December 2009 - Tuesday 9th and Wednesday 10th @ BRE Watford

#### What do I do if I have a development project that I would like register and certify against BREEAM Communities?

If you have a project that you would like to certify against BREEAM Communities you will need to complete the following (this is also available to those delegates that don't currently have a project):

1. Book yourself on the next BREEAM Communities Assessor Training Course
2. Sign the BREEAM Communities License Agreement (including standard Terms and Conditions)
3. Access will then be given to the BREEAM Communities folder on the BREEAM Assessor Extranet
4. You can then register your development project with the BREEAM Centre (if required)
5. It is advised that you attend one of the BREEAM Communities regional half day workshops
6. In due course attend the next BREEAM Communities Assessor Training Course

**Note:** You will not be able to obtain certification for your development project until you have attended the BREEAM Communities Assessor Training Course and passed the BREEAM Communities Examination. You will however be able to register your project and start addressing the assessment criteria requirements. All the material for the BREEAM Communities Training Course and information / guidance that is required to start assessing a development project will be made available on the BREEAM Communities Extranet page.



### **An Update on the Code – Streamlining, Training and Consultation**

As you may be aware, the number of assessments being submitted for certification for the Code for Sustainable Homes has grown considerably in recent months. This is having an impact on the timescales for Quality Assurance (QA) required for design stage assessments. We thought it would be helpful to provide some information on what you and your clients can expect.

- Where an assessment is not selected for a credit check or full audit, a certificate will be issued within a matter of days.
- We will give feedback on Post construction stage assessments within 2 weeks.

As you know we have been making every effort to reduce our timescales for auditing and whilst we have been making significant changes it is often the case that a full audit could take longer than expected to be reviewed.

We have augmented our internal resources to meet the increased demand, and have introduced new methods of training staff, meaning we are working more efficiently. We have also implemented a number of “quick wins” including a new feedback mechanism and system changes that are working to speed up processes.

The overall assessment process for the Code is adapted from the EcoHomes assessment process. As a result of feedback from the industry, we have been working with the Home Builders Federation and with stakeholder groups to review the process, and streamline it further. This work will have a positive impact on the assessment process and help those building Code homes.

#### **Consultation**

BRE Global is currently working with CLG to review the technical content of the Code in preparation for the 2010 consultation which is due out by the end of the year. This consultation will indicate the direction that the Code is heading and will seek views from across the industry.

#### **Training**

A reminder that you can find forthcoming dates for training for both CSH and BREEAM here at [www.breeam.org/training](http://www.breeam.org/training)



### Recommended Reading

In January's Process Note, details on how licensed BREEAM/Code/EcoHomes assessors can subscribe to BRE Connect at a discounted rate were publicised. Assessors can now gain access to over 1600 BRE Publications (these can be downloaded and saved) for an annual fee of £150 + VAT (normal annual subscription rate is £349 + VAT). For more information or to register call IHS today on 01344 328038, quoting order code IHS BRE2008.

As part of this promotion, we will be running a regular feature to recommend BRE publications the BREEAM team feel would be most useful for assessors.

#### This month's recommended reading:

Title:	<i>Life handbook. Long-term initiatives for flood-risk environments</i> (copy and paste this into the BRE Connect search bar to download)
Author(s):	Produced by Baca Architects and BRE in collaboration with Cyril Sweett, Halcrow Group Ltd, Fulcrum Consulting and LDA Design with support from Dura Vermeer and the Max Lock Centre, University of Westminster
Year of publication:	2009
Series/doc. No.	EP 97
Abstract:	Advises on how to identify flood risk and suitable development options set out in PPS25. Describes the types of flooding and illustrates where they may occur within the river catchment. Identifies how climate change may affect a site. Describes how other sustainable design measures may be integrated into development proposals. Contains illustrated examples and case studies.