

BREEAM UK (Non Domestic Buildings) FAQs

This document includes FAQs about the new BREEAM 2011 version and changes to BREEAM licensing, training and project registrations. The general 2011 and registration and certification section of these FAQs are applicable to any party with an interest in BREEAM or who uses/specifies the scheme. The training and licensing FAQs are more relevant to existing BREEAM assessors or those interested in becoming a BREEAM assessor.

General BREEAM 2011 FAQs

1. **When does BREEAM UK 2011 version 'go live'?**
 - BREEAM 2011 will replace BREEAM 2008 as the current scheme for new project registrations in the summer. The exact date will be communicated in due course.
2. **Why is the BREEAM 2011 version 'go live' date several months after its publication?**
 - The intention is to give assessors the opportunity to read and digest the content of the new scheme and update their systems and processes. It also gives the industry, clients and design teams the opportunity to see the new scheme, understand what it means for their future projects/buildings and plan accordingly.
3. **Where can I get more information about the BREEAM UK 2011 version?**
 - The BREEAM 2011 scheme document will be posted on the BREEAM Assessors Extranet and the BREEAM website from mid-March. In the meantime, visit www.breeam.org/2011 where you can download a paper summarising the main changes and additions to BREEAM. Also, after Ecobuild (March 1st-3rd 2011), you will be able to download a copy of BRE's BREEAM 2011 presentation from the BREEAM website.
4. **Have the BREEAM International schemes also been updated?**
 - No. The BREEAM 2011 is a new version for UK projects only.
5. **BREEAM UK 2011 is for new buildings, but what about assessments of building fit-outs and refurbishments?**
 - BRE Global is about to begin work developing a new BREEAM Refurbishment scheme (due for launch in 2012). In the meantime you have the option of either continuing to apply BREEAM 2008 for fit-out or refurbishments or, for major refurbishment projects, you can decide to use the 2011 version.

6. Is BREEAM UK 2011 applicable to part new-build part refurbishment projects?

- BREEAM 2011 New Construction can be used to assess new build extensions to existing buildings. Where the existing building is also undergoing major refurbishment and requires assessment, the following options, in terms of this scheme's application, are available to the client:
 1. Apply the New Construction scheme and its assessment criteria to the whole building development/project i.e. the new construction and major refurbished elements.
 2. Apply the New Construction scheme and its assessment criteria to the new-build element only.
 3. Where the project is predominantly a refurbishment, albeit with some new elements, follow the guidance and options for existing building refurbishments projects (see FAQ no. 5).

7. Are the BREEAM rating types and scales changing in the 2011 version?

- No. BREEAM will continue to certify buildings as either, PASS (30%), GOOD (45%), VERY GOOD (55%), EXCELLENT (70%) or OUTSTANDING (85%).

8. Are the BREEAM minimum standards changing in the 2011 version?

- By-in-large the minimum standards remain unchanged. There will however be a new minimum standard (one credit) for Construction Waste (Wst 01) for the Outstanding rating level.

9. Are the BREEAM section weightings changing in the 2011 version?

- No. The section weightings were last updated in BREEAM 2008 and do not require re-calculation for the purpose of the 2011 version.

10. How much harder is achieving BREEAM Excellent in 2011 compared to BREEAM Excellent in 2008?

- Whilst there are many changes to assessment issues, criteria and some benchmarks, energy apart, BREEAM 2011 is not inherently more difficult than BREEAM 2008 for the majority of issues assessed. The benchmark rating for BREEAM Excellent has not changed: 70% is still required and, by-in-large the BREEAM minimum standards remain the same. However, the biggest influence on achieving BREEAM Excellent is energy efficiency and reduction of CO₂ emissions and, for the 2011 version, the methodology for assessing energy has changed, requiring better building performance to achieve the Excellent rating (see FAQ no.11)

11. How does BREEAM UK 2011 assess energy and what does this mean for achieving BREEAM Excellent?

- In BREEAM 2008 the CO₂ Index (used for Energy Performance Certificates) is the key measure used to assess energy performance of a building. The CO₂ Index is primarily a reflection of the building's CO₂ emission rate compared with a Standard Emission Rate. The new 2011 version doesn't just set minimum criteria around reducing a building's CO₂ emission rate, it also requires reductions in energy demand and energy consumption i.e. energy efficiency improvements. Outputs from the National Calculation Method are used to determine performance against these three measures and BREEAM credits awarded accordingly.
- The minimum Ene01 standard for BREEAM Excellent remains at 6 credits. Broadly speaking this requires a 25% improvement in the building's CO₂ emission rate (relative to its Target Emission Rate), as well as improvements in the building's energy demand and consumption (relative to the notional building).

Further details of the new energy assessment methodology can be found in the BREEAM 2011 Scheme Document and BREEAM 2011 Ecobuild presentation (once published).

12. Why has BRE Global merged all the separate BREEAM scheme documents e.g. BREEAM Offices, BREEAM Education etc, in to one single BREEAM scheme document for new buildings?

- Coupled with the launch of the international Code for a Sustainable Built Environment, we have taken the opportunity to consolidate the separate schemes into one, single and concise version for new buildings. We have consolidated the environmental assessment issues into a common framework of 49 issues spread across the nine environmental categories, each with its own criteria defining a relevant standard of performance. The purpose of this is to provide clients, assessors and other BREEAM users with a single point of reference regarding BREEAM's application to new build projects. Whilst bringing together the separate schemes in this manner we have been mindful to maintain the relevant criteria specific to any one particular building type, meaning BREEAM 2011 still contains references and standards and performance criteria specific to schools, healthcare, office buildings etc.

13. Has the scope of BREEAM for new buildings changed in BREEAM 2011?

- BREEAM 2011 covers the same building types and assessment stages as BREEAM 2008; however the version, its criteria and benchmarks is now specific to new build projects. A separate refurbishment standard is currently under development (see also FAQ no. 5 on refurbishment projects). Under BREEAM 2011, building types fall within four broad sector categories; commercial, public sector, multi-residential and 'other buildings', each sector containing a sub-group of buildings which can be assessed using the 2011 version e.g. commercial sector includes offices, retail and industrial types.

14. The Scope of the BREEAM UK 2011 has an 'other buildings' sector listing that contains building types which previously came under the BREEAM Other Buildings scheme and required development of 'bespoke' criteria, is this still the case under BREEAM 2011?
- BREEAM 2011 has evolved to include many additional, but common building types, which under previous versions required bespoke criteria development (because they were not covered by a standard BREEAM scheme e.g. BREEAM offices). As a result, building types listed under the BREEAM 2011 scope (under the 'other buildings' sector) do not require the development and use of separate bespoke criteria and assessment calculator tools. As part of the development of BREEAM 2011 we have brought these buildings types within the scope of the standard scheme. In making this change it is our intention to save clients and assessor's time and money, encourage more projects to use BREEAM and give greater certainty when it comes to the BREEAM criteria and standards applicable to their projects.
15. What should I do if I want to assess my project under BREEAM 2011?
- Contact a licensed BREEAM assessor organisation. They will be able to advise you accordingly and register your project for assessment with BRE Global. A list of licensed assessors and their contact details is available from the Green Book www.greenbooklive.com
16. Will there be a new version of BREEAM for small buildings, if so when will it be available?
- BRE Global is in the early stages of scoping and developing a process for applying the BREEAM 2011 version for small buildings. Fundamentally, this will not be a new BREEAM scheme or version, it will simply define an assessment and certification process that is more appropriate and cost effective for small, simple buildings. We are aiming to have this in place by the late summer/early autumn 2011.

BREEAM training and qualification FAQs

17. Under BREEAM UK 2008 there were separate BREEAM scheme training top-up days, will this still be the case under BREEAM UK 2011?
- No. There will be a new 4 day BREEAM UK 2011 New Construction scheme training course. This will consist of three days training with a follow-up examination day (approximately one month after the training).
18. Will there be a test assessment as part of the BREEAM UK 2011 training course?
- No. The test assessment is being replaced by an updated training and examination process, coupled with the appropriate level of auditing of an assessor's BREEAM reports. This will serve as the basis for demonstrating competency and qualifying as a BREEAM assessor under the 2011 version onwards.

19. What is the structure of the BREEAM exam / examination day?

- First time trainee assessors: the examination day will consist of a BREEAM foundation exam which covers the core content of BREEAM. This will be followed by an exam, selection of which is at the discretion of the trainee and dependent on which building types they wish to be qualified to assess. Initially, there will be exams covering education, healthcare, commercial, multi-residential and 'other buildings'.
- Existing assessors: existing, licensed assessors wishing to 'top-up' their qualification can opt to sit one or more of the relevant modular exams. Once passed you will be qualified to carry out assessments for the relevant building types under a company licence.

20. Why is there a one month gap between the training and exam?

- The three days training will cover in detail the technical basics of completing a BREEAM assessment to the required level of competency. The period between the training days and exam day is intended to provide the trainee assessor with the appropriate amount of time to study and prepare for the relevant examinations.

21. If I train and qualify under BREEAM 2011 does that entitle me to also do BREEAM 2008 or BREEAM 2006 version assessments?

- Yes (provided you hold the relevant BREEAM licence for the building type requiring assessment).

22. If I want to assess just prisons/courts buildings, which qualification/exam do I need to sit?

- You will need to do the 'other buildings' exam. This module currently covers all building types listed in the scope of the BREEAM UK 2011 version for which there is no specific 'building type' examination module. Once qualified you would then need to purchase a public sector buildings licence to assess prisons and/or court buildings (see FAQ no.28).

23. I recently attended a training course in BREEAM 2008 and have still got to complete my test assessment in order to qualify as an assessor; can I sit the two hour foundation exam and then do one of the modular exams instead?

- No. The BREEAM 2008 training content and qualification route is structured around completing the test assessment, just as the 2011 training is structured around the new foundation and modular exam. As an alternative you have the option of attending the full BREEAM 2011 training course and completing the foundation and modular examinations.

24. If I come on a BREEAM training course can I defer coming back the month later to the exam until the following month?

- Yes, however deferring the exam by a month will incur an additional charge. Please also bear in mind that BRE Global has set rules on completing the BREEAM qualification within a defined period of attending the training course.

25. I was going to book on a BREEAM 2008 training course, should I now wait and book on a BREEAM 2011 training course?

- You have 2 options, depending on how quickly you wish to become qualified and start doing assessments:
 - Option 1: Book on and attend one of the remaining BREEAM 2008 training courses and complete the test assessment and current examination. You will then have the option (provided you are a licensed assessor), as an existing assessor, to complete the BREEAM 2011 online module.
 - Option 2: Book on the new BREEAM 2011 training course in the summer 2011 (dates will be announced in due course) www.bre.co.uk/event-list.jsp

26. If I have recently trained in BREEAM, how long does my qualification remain valid?

- Provided you take out a BREEAM licence within 12 months of qualifying you will remain qualified for the term in which the licence remains valid. If you go a period longer than 12 months without being licensed, and wish to become licensed, you will be required to undertake full or partial re-training.

27. I am an existing qualified and licensed BREEAM UK assessor, do I need to re-train or sit an examination to be qualified in BREEAM 2011?

- This will depend on your current qualification. For BREEAM schemes in which you are currently qualified and licensed, you will not be required to attend a training course or sit an examination. BRE Global will offer an online training module for licensed assessors covering the new aspects of BREEAM 2011 and changes to the method, which you will need to complete to 'top-up' your knowledge for the schemes in which you are already qualified. If you wish to qualify to assess building types for which you are not currently qualified you will need to study for and sit the relevant module and exam. Once passed you will be qualified to carry out assessments for the building types covered by that module under the relevant company licence. There will be examination modules covering education, healthcare, commercial, multi-residential or 'other buildings'.

Assessors are advised that it is their responsibility to review the new BREEAM UK 2011 scheme and online training to bring them up to speed. If they don't and subsequently their certification reports fail at QA then that is their responsibility and they will be charged accordingly for re-submission.

BREEAM licensing FAQs

28. How will the BREEAM licensing be structured now that BREEAM 2011 is a single scheme?

- From the 'go-live' date for BREEAM 2011, in addition to the core BREEAM licence there will be four types of BREEAM licence, covering key sectors and building types:
 - Commercial buildings licence: e.g. offices, retail, industrial buildings
 - Public (non-housing) buildings licence: e.g. Education, healthcare, prisons and court buildings
 - Multi-residential buildings licence: e.g. halls of residence, sheltered accommodation, barracks, residential care homes, key worker accommodation.
 - Other buildings licence: e.g. other residential (excluding private dwellings) and non-residential institutional building types, assembly and leisure buildings and any other building type for which BRE Global has developed tailored criteria e.g. data centres, fire stations, Forestry Commission visitors centres etc.

29. Why has BRE Global re-structured the licensing?

- Coupled with the BREEAM UK 2011 New Construction version, we want to ensure BREEAM continues to support the assessor network and its clients by providing a licensing structure that reflects current market demand and ensures BREEAM continues to be adequately and robustly maintained and supported (so that it continues to be the assessment rating and certification scheme of choice).

30. Will the licence fees be changing, if so when and how can I find out what they are?

- The licence fees will be changing as a result of the licensing re-structure. BRE Global will publish an updated fee sheet (on the BREEAM Assessors Extranet) and inform all assessors of the change via the monthly process note shortly.

31. How does the new licensing structure affect my existing licence arrangement?

- You will need to continue with your existing license arrangement until such time as it comes up for renewal. As currently the case, prior to your renewal date BRE Global will write to you confirming your licensing arrangement and fee (inferred from your existing licensing arrangement). So, for example, if you are currently licensed in BREEAM Offices, Retail and Industrial only, upon renewal you will have a BREEAM Commercial licence. At this time, you will have the option to change your licensing arrangement. Licensed assessors are reminded of BRE Global's terms and conditions, in particular that we require 30 days notice to change or terminate a licence.

32. Upon receiving a renewal reminder letter informing me of the new fees and licence arrangements, if I decide that I do not want the licences listed, what do I do?

- If, after receiving your licence renewal reminder letter, you wish to make changes to your licence please instruct us accordingly by email (breeam@bre.co.uk). Please ensure you do so prior to your actual renewal date. This will ensure your licence will be updated/terminated accordingly and you will only be invoiced for the licence types you wish to hold/renew. As currently the case, if we do not receive instruction prior to your renewal date to change or terminate licence types, the licence will renew and the fee will be invoiced accordingly. Please also be aware that our licence fees are non refundable after the renewal date.

33. If, for example, I am a qualified and licensed BREEAM healthcare assessor and, when I renew my licence type I purchase a 'Public sector buildings' licence, does that now mean I can carry-out assessments of education buildings?

- No. The difference between the BREEAM criteria and its application to one building type over another means that a qualification in one does not demonstrate competency in the other. Therefore, in this case, to carry-out education assessments under a 'public sector buildings' licence you will need to train and qualify via the education exam and vice-versa for education qualified assessors wishing to become a qualified healthcare assessor.

Note: Many existing assessors will have trained and qualified via the BREEAM Commercial 'top-up' day and will already be qualified to assess offices, retail and industrial building types. Assessors with a BREEAM commercial qualification will, therefore, be qualified to assess any of these building types under a BREEAM commercial buildings licence. Assessors with only a qualification in BREEAM offices for example, will be required to 'top-up' their qualification accordingly should they wish to offer BREEAM assessments of industrial and retail buildings under a BREEAM commercial licence.

34. My licence is not due for renewal soon, what happens if I want to swap to the new structure or purchase an additional licence type before my renewal?

- The new licensing structure will apply to new organisations wishing to become licensed and existing licensed assessor organisations from the date of their licence renewal. If, as an existing licensed organisation, you wish to purchase an additional licence type prior to your renewal date, your licence will be updated based on the current (at the time of writing) licensing structure and you will be charged pro-rata, until your renewal date, in accordance with the licence fee structure (as stated in Fee Sheet FS036 Rev13). The new licence structure and fees will not be applied under any circumstances until your company's licence is due for renewal.

35. I currently hold several individual scheme licences, do I need to re-apply for a licence under the new types to continue offering assessments in the relevant buildings types?

- No. If, for example, your company holds existing BREEAM Education, Healthcare and Other Buildings licenses, then you are effectively licensed for all the building types covered under the scope of a 'public buildings' licence and can continue offering and certifying assessments for those building types. When your license is due for renewal, it will be updated accordingly.

36. I currently hold a BREEAM Other Buildings licence and carry out prisons/courts buildings assessments. In BREEAM 2011 these building types are listed under the public sector category, does this mean I need to purchase a 'public buildings' licence?

- Whilst you have a valid BREEAM Other Buildings licence you can continue to assess buildings for which that licence entitles you to do so. Once your licence is due for renewal, if you wish to continue assessing particular building types, you will need to renew under the relevant licence type. Prior to your renewal date BRE Global will confirm the renewed licence types based on your existing licence arrangement.

37. Currently, to become a licensed BREEAM Other Buildings assessor I need to purchase a core licence, a non-domestic scheme licence and an 'Other buildings' licence. Will this still be the case?

- No. Under the new arrangement you would simply need a core licence plus the 'Other Buildings' licence. However, upon renewal and in accordance with the terms and conditions of the licence agreement, you will need to advise us of the licence types you do or do not require, as we shall base your renewal application and fees on your existing licensing structure.

Note: Please also be aware that, if you terminate a particular licence type your relevant qualification will expire in 12 months and, should you wish to re-licence in that type in future, you will be required to re-train.

38. BRE Global currently offers a small company discount on the core licence, will this remain under the new licensing structure and will the core licence fee be changing?

- The small company discount will remain and is to be increased from its current level. The core licence fee will remain unchanged. The increase in the discount has been made to help support our assessor network and ensure there continues to be a wide range of choice for clients when it comes to selecting a BREEAM assessor for their project.

39. I have a BREEAM Higher Education 'top-up' licence, will I need to purchase a separate licence for higher education under the new structure and pay the additional fee?

- No. As an educational building type, higher education will fall within the scope of the 'Public sector buildings' licence. This means that there will be no separate, additional licence and fee for higher education.

40. I only assess one building type why should I take out a multiple licence, I only intend to do education assessments?

- Many licensed BREEAM assessor companies hold multiple licence types so we have amalgamated the licensing to make it more cost effective whilst giving assessors the opportunity to win more work through an expanded licensing scope.

41. Will I pay more for my licences under the new arrangement?

- This will depend on your current and future licensing arrangement and how many BREEAM assessors your organisation has. Many assessor organisations may pay less. For example, if you currently hold separate BREEAM offices and retail licences, upon renewal you would purchase a single commercial scheme licence (which will also entitle you to assess industrial buildings), this arrangement will save you money. Likewise if you currently take-out separate BREEAM Education and Healthcare licences you will save upon renewal. If you are a small company (less than 10 employees) you will also be entitled to the small company discount on your core licence, saving you further money.

42. How does the new licensing structure affect my listing on Green Book Live (www.greenbooklive.com)

- Green Book Live currently lists assessors by BREEAM scheme, which is linked to building types. It will continue to list assessors by the building types that they are licensed to assess as this is the most transparent form of listing for clients wishing to seek an assessor for their project.

BREEAM registration and certification FAQs

43. What is the last date for registering new build assessments to BREEAM UK 2008?

- BRE Global will accept 2008 registrations for new projects up until the end of the day before the 'go-live' date for BREEAM UK 2011. BRE Global will continue to accept registrations to BREEAM 2008 for new projects after this date, provided there is evidence of a contractual obligation to use that version. Refurbishment and fit out projects can continue to be registered to the BREEAM 2008 version after the 'go-live' date (see also FAQ on refurbishment projects).

44. Will the BREEAM UK certification fees be changing?

- BRE Global's current BREEAM UK certification fees have been fixed since mid-2008. As a result the certification fee for 'standard' building assessments will be adjusted for inflation. A new certification fee is to be introduced for 'other building' types i.e. those types that previously required development of bespoke criteria (see relevant FAQ regarding the scope of BREEAM 2011). BRE Global will publish an updated fee sheet and inform all assessors of the change via the monthly process note shortly. The new fees will apply to any project registered, regardless of scheme version, after the date in which the new fee scale supersedes the current one.

45. Are the process/requirements for project registration changing?

- The process of registering a project will not change, however BRE Global are introducing a registration fee. This fee will be approximately 10% of the certification fee. If the project is submitted for certification within a set period of time, the registration fee will be off-set from the total certification fee payable, meaning no additional increase in the cost of certification for those projects. If the project is not certified within the period, the registration fee will not be off-set from the certification fee, meaning those projects will pay the full certification fee.

46. Why is BRE Global charging for project registrations and what happens if a project does not progress?

- We receive a large number of project registrations every day, many of which require administrative and technical support but never come through to certification (or take longer than three years to be certified). Introducing this change will ensure that we are able to continue providing and improving the necessary, ongoing support to assessors, clients and projects from registration through to certification.

If a project does not progress through to certification it will not be charged a certification fee and the registration fee will not be refunded.

47. Do registration charges apply to all schemes/versions?

- The registration charge will apply to all UK projects registered for assessment with BRE Global after the date in which the registration charge comes into force.