

BREEAM In-Use

Frequently Asked Questions

Q What is BREEAM In-Use ?

A The biggest opportunity to address the UK's environmental impact lies in better management and improvement of the existing building stock. BREEAM In-Use is a new scheme to help building managers reduce the running costs and improve the environmental performance of existing buildings. It consists of a standard, an easy-to-use self assessment methodology and a 3rd party certification process that provides a clear and credible route map to improving sustainability. BIU differs from standard building management tools as it takes a holistic approach to building management not only focusing on sustainability but also on fire and security risk.

Q What are the benefits ?

A BREEAM In-Use is designed to:

- Reduce operational costs
- Enhance the value and marketability of property assets
- Use real-life data in management assumptions and is therefore more realistic compared to theoretical data
- Give a transparent platform for negotiating building improvements with landlords and owners
- Provide a route to compliance with environmental legislation and standards, such as energy labelling and ISO 14001
- Give greater engagement with staff in implementing sustainable business practices
- Provide opportunities to improve staff satisfaction with the working environment with the potential for significant improvements in productivity
- Demonstrate your commitment to Corporate Social Responsibility (CSR)
- Improve organisational effectiveness

- Provide a genuine badge of proven sustainability

The environmental performance of an organisation's built assets is a key factor in its sustainability credentials and carbon footprint. Operating a building also represents a major cost – with soaring energy prices and the current gloomy economic outlook, cutting energy, water, waste and other such costs can be a relatively easy way of improving profitability

Q What does the Standard comprise ?

A The BREEAM In-Use standard has three parts covering:

Asset performance – the inherent performance characteristics of the building based on its built form, construction and services

Building management performance – the management policies, procedures and practices related to the operation of the building; the consumption of key resources such as energy, water and other consumables; and environmental impacts such as carbon and waste generation

Organisational effectiveness – the understanding and implementation of management policies, procedures and practices; staff engagement; and delivery of key outputs

Q Is there a self-assessment option and how will data be collected ?

A One important facet of BREEAM In-Use it will have an easy-to-use online tool to enable users to self-assess their buildings or portfolio of buildings, and the operations within them. Within a very short time you will be able to compare and benchmark against others in the databank. This self-assessment will be facilitated by joining a membership club of likeminded organisations who are themselves using BREEAM In-Use as a tool for improvement.

Q How will the use of BREEAM In-Use be recognised ?

A To formalise an assessment, BRE Global is offering three different means of recognising the embodiment of the BREEAM In-Use methodology. These are:

1. A declaration of commitment to evaluate a number of buildings within a portfolio
2. A declaration of commitment to achieve an improved BREEAM In-Use rating
3. Full 3rd party certification and BREEAM In-Use rating for a building

Options 1 and 2 are for those just starting the process who want recognition of their commitment and Option 3 is for those who have completed a full evaluation. All three options are available for the three parts of the standard.

Q Who will carry out BREEAM In-Use Audits ?

A Following self-assessment of a building using the online assessment tool, the Asset or Portfolio Manager contracts a licensed BREEAM In-Use auditor to carry out verification of the online assessment and undertakes on-site audit to verify the data

Q How can I become a BREEAM In-Use auditor ?

A To become a BREEAM In-Use auditor you must:

Be a current qualified assessor for:

- BREEAM
- BRE Global Fire Risk Scheme
- One of the BRE Global Energy schemes.

To remain a member of the BIU scheme auditors will also have to retain their membership with one of the above schemes. Energy assessors must be exclusively members of the BRE Global scheme.

Auditors must also satisfactorily complete BREEAM In-Use auditor training provided by BRE Global.

Q When will training for auditors be available and what form does it take ?

A Training will be available on the dates indicated on our website www.breeam.org/in-use

BREEAM In-Use auditor training will concentrate on elements that are dissimilar with BREEAM In-Use compared to the BREEAM or BRE Global Energy schemes. It will provide an overview of BREEAM In-Use requirements as well as the expected level of checking and verification that the auditor undertakes. The training will consist of an interactive training session followed by an examination.

Q How do I apply for a BREEAM In-Use Training course ?

A Training courses can be applied for via our website www.breeam.org/in-use

Q What will this mean for existing BREEAM assessors ?

A BREEAM In-Use provides a major opportunity both for existing BREEAM assessors and BRE Global Energy Assessors. The introduction of the Energy Performance in Buildings Directive in the UK means that Energy Performance Certificates (EPCs), which measure the potential energy performance of a building, and in some instances Display Energy Certificates (DECs), which measure the building's actual performance, must be either displayed or produced when a building is sold, rented or leased. Existing BREEAM Assessors and Energy Assessors can be trained and licensed to provide BREEAM-In Use assessments alongside their existing activities and provide a more comprehensive and holistic approach to improving the bottom line and sustainability.

Q What will it cost ?

A Fees are established for individual elements

- Per Asset membership fees:

Registration of individual buildings (1-50) and access to the online assessment tool for self assessment of the building(s)

- Portfolio membership fees:

Registration of all buildings (51 or more) and access to the online assessment tool for self assessment of the buildings, helpline support plus additional functionality to manage the portfolios and compare performance

- Auditor and Certificate fees:

To provide certification of the self assessed energy rating the Asset and Portfolio Managers must contract a licensed BREEAM In-Use auditor to verify the self assessment. The auditor will issue a certificate upon confirmation of the assessment. A separate certificate will be issued for each separate Part of BES 5058, i.e. BES 5058-1, BES 5058-2 and BES 5058-3. The Training fee for auditors is included in the auditor's initial licence fee.

The fees are listed on Fee Sheet FS 021, a copy of which is located on www.breeam.org/in-use

Q What happens to existing Management & Operation assessments under BREEAM ? Will these exist in future?

A People can still register against BREEAM M&O. Once registered they will have 1 year to complete the assessment. Registration against BREEAM M&O will be available until the self assessment software is available

Q When will the self assessment system be available?

A The online self assessment software will be launched at the beginning of this summer. Until then a manual process will be available. Register your interest on www.breeam.org/inuse for more info.

Q What is an asset?

A An asset defines the boundaries of which an assessment can be carried out on a building which could include various scenarios for example:

- The whole building
- A floor of a building
- Room of a building
- Wing of a building

The boundaries are decided by the assessor (customer)

Q How do I register an asset?

A To register an asset click on the green button located on the middle of the BREEAM In-Use webpage. You will then be asked to register your details and provide payment. Once payment is complete you will be sent a copy of the BREEAM In-Use questionnaire.

Q How do I register large groups of buildings on one site?

A A site like a school that has large groups of buildings all individual assets (buildings) will need to be registered individually.

Q How do I pay for the assets that I wish to register?

A Registration of <5 assets has to be paid for by credit card. Registration of ≥5 assets can be paid for on credit card or can be invoiced.

Q What will happen to the BREEAM Management and Operation (M&O) scheme?

A

- There will be no more M & O 2006 registrations after the end of October 2009.
- M&O assessors have 12 months limit to complete their assessments.
- It is recommended that BREEAM In-Use is used where possible instead of BREEAM M&O since the criteria is more up to date.

Q How do I find more information ?

A Go to www.breeam.org/in-use.