

Action Plan Flowchart



The building to be sold or leased is in excess of 1,000 sq m based on the Gross Internal Area (GIA)

No

Yes

An EPC is produced and lodged. In Scotland there are no minimum EPC ratings for buildings less than 1,000 sq m.

An Energy Performance Certificate is created and lodged on the central database. The EPC will provide guidance as to whether the building is exempt from requiring further action if it meets the equivalent of the 2002 regulations.

Based on the EPC results, does the building meet the equivalent of the 2002 regulations? A building may be exempt if it was built in accordance with a building warrant applied for on or after 4 March 2002, if it was subject to improvement by a Green Deal or if the type of lease is an exempt type. Are any of these conditions met?

Yes

No

The EPC advises that No further action is required and is exempt from requiring an Action.

An Action Plan is required. In the first instance the assessor produces a draft Prescriptive Action Plan an accompanying report with options outlining severalc scenarios for an Alternative Action plan. The Action Plan will demonstrate the carbon and energy savings that require to be achieved within 3 ½ years of creation of the plan. The owner instructs the assessor to proceed and lodge a prescriptive or alternative action plan.

Alternative
Action Plan

OR

Prescriptive
Action Plan

Where the owner wants to defer the measures identified in the Action Plan this is possible by lodging an annual Display Energy Certificate (DEC) and adopting the reporting route. Alternatively the owner is able to elect to carry out the improvement works.

Reporting

Lodge DEC annually until measures implementedor regulations are amended.

Improvement

Carry out improvement measures stated in Action Plan within 3½ years.

A new EPC and Action Plan require to be produced after the measures are carried out. Once the action plan has been met the building may be considered Section 63 compliant