

# Recommendation Report HM Government

This report is associated with an Energy Performance Certificate.

**Report Reference Number: 9663-4009-0618-0090-4601**

Meopham Police Office  
Wrotham Road  
Meopham  
GRAVESEND  
DA13 0QA

Building Type(s): B1 Offices and Workshop businesses

ADMINISTRATIVE INFORMATION	
Issue Date:	05 Nov 2019
Valid Until:	04 Nov 2029 (*)
Total Useful Floor Area (m <sup>2</sup> ):	240
Building Environment:	Heating and Natural Ventilation
Calculation Tool Used:	G-ISEM Ltd, G-ISEM, v24.0, SBEM, v5.6.a.1
Property Reference:	638660060000
Energy Performance Certificate for the property is contained in Report Reference Number: 9090-6966-0381-6400-0030	

ENERGY ASSESSOR DETAILS	
Assessor Name:	David Beale
Employer/Trading Name:	MKPS
Employer/Trading Address:	Maidstone ME15 7TN
Assessor Number:	EES/006777
Accreditation Scheme:	Elmhurst Energy Systems
Related Party Disclosure:	Not related to the owner.

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# 1. Introduction

This is a Recommendation Report as defined in the Energy Performance of Buildings (England and Wales) Regulations 2012 as amended which implements the requirements of the Energy Performance of Building Directive 2010/31/EU. This Recommendation Report accompanies the relevant Non Domestic Energy Performance Certificate.

This Recommendation Report was developed based on an inspection of the building. This Recommendation Report was produced in line with the Government's approved methodology.

In accordance with Government's current guidance, the Energy Assessor is required to use plans or undertake a building inspection in order to gather information to produce this Recommendation Report.

## 2. Recommendations

The following sections list recommendations selected by the energy assessor for the improvement of the energy performance of the building. The recommendations are listed under four headings: short payback, medium payback, long payback, and other measures.

### ***a) Recommendations with a short payback***

This section lists recommendations with a payback of less than 3 years:

<b>Recommendation</b>	<b>Potential impact</b>
Consider replacing T8 lamps with retrofit T5 conversion kit.	HIGH

### ***b) Recommendations with a medium payback***

This section lists recommendations with a payback of between 3 and 7 years:

<b>Recommendation</b>	<b>Potential impact</b>
Introduce HF (high frequency) ballasts for fluorescent tubes: Reduced number of fittings required.	LOW
Some walls have uninsulated cavities - introduce cavity wall insulation.	MEDIUM
Some windows have high U-values - consider installing secondary glazing.	MEDIUM
Add weather compensation controls to heating system.	MEDIUM

### ***c) Recommendations with a long payback***

This section lists recommendations with a payback of more than 7 years:

<b>Recommendation</b>	<b>Potential impact</b>
Improve insulation on HWS storage.	LOW
Add local time control to heating system.	MEDIUM
Some solid walls are poorly insulated - introduce or improve internal wall insulation.	MEDIUM
Consider replacing heating boiler plant with a condensing type.	HIGH

Carry out a pressure test, identify and treat identified air leakage. Enter result in EPC calculation.	MEDIUM
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***d) Other Recommendations***

This section lists other recommendations selected by the energy assessor, based on an energy performance assessment of the building. It may take into account other reliable relevant evidence that has been provided by the building owner or occupier.

No recommendations are defined by the energy assessor.

### **3. Next Steps**

#### ***a) Your Recommendation Report***

As the building occupier, it is a regulatory requirement that an Energy Performance Certificate must include a Recommendation Report unless there is no reasonable potential for energy performance improvements compared to the energy performance requirements in force.

You must be able to produce a copy of this Recommendation Report within seven days if required by an Enforcement Authority.

This Recommendation Report has also been lodged on the Government's central register. Access to the report, to the data used to compile the report, and to previous similar documents relating to the same building can be obtained through the Non-Domestic Register ([www.ndepcregister.com](http://www.ndepcregister.com)) using the report reference number of this document.

#### ***b) Implementing recommendations***

The recommendations are provided as an indication of opportunities that appear to exist to improve the building's energy efficiency.

The calculation tool has automatically generated a set of recommendations. The Energy Assessor, in the light of the energy assessment of the building, the building fabric and services, the operation of plant and equipment within the curtilage of the building, the general management of the building and its use, and other relevant reliable evidence, may remove some of the recommendations. He / She may insert additional recommendations in section 3d (Other Recommendations).

These recommendations do not include matters relating to operation and maintenance which cannot be identified from the calculation procedure.

#### ***c) Legal disclaimer***

The advice provided in this Recommendation Report is intended to be for information only. Recipients of this Recommendation Report are advised to seek further detailed professional advice before reaching any decision on how to improve the energy performance of the building.

**d) About this document and the data in it**

This document has been produced following an energy assessment undertaken by a qualified Energy Assessor, accredited by Elmhurst Energy Systems. You can obtain contact details of the Accreditation Scheme at [www.elmhurstenergy.co.uk](http://www.elmhurstenergy.co.uk).

A copy of this report has been lodged on a national register as a requirement under the Energy Performance of Buildings Regulations 2012 as amended. It will be made available via the online search function at [www.ndepcregister.com](http://www.ndepcregister.com). The report (including the building address) and other data about the building collected during the energy assessment but not shown on the report, for instance heating system data, will be made publicly available at [www.opendatacommunities.org](http://www.opendatacommunities.org).

This report and other data about the building may be shared with other bodies (including government departments and enforcement agencies) for research, statistical and enforcement purposes. Any personal data it contains will be processed in accordance with the General Data Protection Regulation and all applicable laws and regulations relating to the processing of personal data and privacy. For further information about this and how data about the property are used, please visit [www.ndepcregister.com](http://www.ndepcregister.com). To opt out of having information about your building made publicly available, please visit [www.ndepcregister.com/optout](http://www.ndepcregister.com/optout).

There is more information in the guidance document *Energy Performance Certificates for the construction, sale and let of non-dwellings* available on the Government website at:

[www.gov.uk/government/collections/energy-performance-certificates](http://www.gov.uk/government/collections/energy-performance-certificates). It explains the content and use of this document, advises on how to identify the authenticity of a report and how to make a complaint.

## 4. Glossary

### ***a) Payback***

The payback periods are based on data collated through Carbon Trust energy survey reports. They provide a range of typical payback periods for different types of measures. They are likely payback periods, and may differ from the actual payback period for the building being assessed. Therefore, it is recommended that each suggested measure be further investigated before reaching any decision on how to improve the energy efficiency of the building.

### ***b) Carbon impact***

The High / Medium / Low carbon impact indicators against each recommendation are provided to distinguish, between the suggested recommendations, those that would most effectively reduce carbon emissions from the building. For automatically generated recommendations, the carbon impact indicators are determined by software, but may have been adjusted by the Energy Assessor based on the energy assessment of the building.

### ***c) Valid report***

A valid report is a report that has been:

- Produced within the past 10 years
- Produced by an Energy Assessor who is accredited to produce Recommendation Reports through a Government Approved Accreditation Scheme.
- Lodged on the Register operated by or on behalf of the Secretary of State.



## **5. Green Deal Information**

The Green Deal may enable you to improve the property to make it more energy efficient and cheaper to run.