



Department for  
Communities and  
Local Government

# Accessing register data under the Energy Performance of Buildings (England and Wales) Regulations 2012

Archived



Archived

© Crown copyright, 2015

Copyright in the typographical arrangement rests with the Crown.

You may re-use this information (not including logos) free of charge in any format or medium, under the terms of the Open Government Licence. To view this licence, <http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/> or write to the Information Policy Team, The National Archives, Kew, London TW9 4DU, or email: [psi@nationalarchives.gsi.gov.uk](mailto:psi@nationalarchives.gsi.gov.uk).

This document/publication is also available on our website at [www.gov.uk/dclg](http://www.gov.uk/dclg)

If you have any enquiries regarding this document/publication, complete the form at <http://forms.communities.gov.uk/> or write to us at:

Department for Communities and Local Government  
Fry Building  
2 Marsham Street  
London  
SW1P 4DF

Telephone: 030 3444 0000

For all our latest news and updates follow us on Twitter: <https://twitter.com/CommunitiesUK>

April 2015

ISBN: 978-1-4098-4610-9

# Accessing register data under the Energy Performance of Buildings (England and Wales) Regulations 2012

## 1. What data do DCLG hold?

The Energy Performance of Buildings register, for which DCLG is responsible, hold all of the data, for England and Wales, from which the following documents may be produced:

- Energy Performance Certificates (domestic and non-domestic);
- Display Energy Certificates; and,
- Air Conditioning Inspection Reports.

## 2. Why does DCLG hold these data?

The data are held to allow certificates to be authenticated and to allow quality assurance processes to be carried out. By holding these data centrally individuals are able to obtain a copy of their certificate or report if they lose their original. Collectively, the data provide valuable information about the energy performance of buildings.

## 3. Will all data be disclosed?

No, not all data used to produce and register the certificates and reports may be accessed. The following sections explain how some of the data can be accessed.

However, the holder of an Energy Performance Certificate or an Air Conditioning Inspection Report may opt-out of any data revealing the address or postcode of their property being made publicly available.

Data relating to excluded buildings or to Display Energy Certificates obtained for purposes other than in order to comply with regulation 14 may also be withheld if it would allow the specific building to be identified.

However, holders of mandatory Display Energy Certificates cannot opt-out and these data will be publicly disclosed.

## 4. May anyone make use of these data?

Anyone may access individual Energy Performance Certificates (domestic) by conducting a search here: <https://www.epcregister.com/>; or Energy Performance Certificates (non domestic); Display Energy Certificates; and Air Conditioning Inspection Reports, by conducting a search here <https://www.ndepcregister.com/>, in accordance with regulation 30 of the Energy Performance of Buildings (England and Wales) Regulations 2012. This

facility does not give access to the data from which the certificates or reports may be produced, only to the certificates or reports themselves. There is no fee for this service.

Anyone may be provided with some of the data that was used to produce a Display Energy Certificate produced in order to meet the requirements of regulation 14, subject to the paying of a fee to recover the costs of producing the data, as the resulting certificates are intended to be displayed in public buildings.

The data on the registers used to produce any other document is only available to authorised recipients for prescribed purposes and subject to certain conditions. These are explained in the following sections.

## **5. What is a recipient's responsibility regarding data from the register?**

On the transfer of any data from the register, the recipient will automatically become a Data Controller, as defined by the Data Protection Act 1998 (guidance on what this means is provided by the Information Commissioner's Office). They will therefore need to comply with the data protection principles and other provisions set out in the Data Protection Act 1998, including in relation to how they reuse or process the data.

The data includes material in which intellectual property rights are owned by the Royal Mail Group Limited. The Department for Communities and Local Government has published the data with the consent of the Royal Mail Group Limited, which reserves all its copyright, database rights, trade marks and other intellectual property rights. DCLG reminds you that you must ensure your use of the data is subject to compliance with Royal Mail Group Limited's relevant terms and conditions listed at [www.poweredbypaf.com](http://www.poweredbypaf.com).

The Government may exercise its discretion to decline to provide an authorised recipient with Energy Performance Certificate data for a limited period or permanently.

## **6. What is an authorised recipient?**

An authorised recipient is any organisation listed at regulation 2 of, the Energy Performance of Buildings (England and Wales) Regulations 2012, namely:

- either House of Parliament (or a member or official thereof);
- a government department;
- a person or body to which section 6 of the National Audit Act 1983 applies;
- the Welsh Ministers;
- the National Assembly for Wales
- the Scottish Parliament, the Scottish Executive, an office-holder in the Scottish Administration or a Scottish Public Authority;
- the Northern Ireland Assembly or a Northern Ireland Department;
- a county council, district council or parish council in England;
- a London borough council;
- the Common Council of the City of London;
- the Greater London Authority;
- a local authority within the meaning of section 61 of the Local Government in Scotland Act 2003;

- a local authority within the meaning of section 175 of the Local Government (Wales) Measure 2011;
- a council of a district or borough within the meaning of the Local Government Act (Northern Ireland) 1972;
- a university, including a university college (or any institution in the nature of a college in a university) or a school or hall of a university;
- a provider of higher education as defined in section 579(1) of the Education Act 1996;
- a provider of further education as defined in section 2(3) to (5) of the Education Act 1996;
- a charity (as defined by the Charities Act 2011) whose purposes include—
  - the conduct of research into the earth's climate or environment or research into the construction, design or use of buildings, or
  - the promotion of energy efficiency in buildings;
- a registered provider of social housing;
- a person who operates an accreditation scheme approved by the Secretary of State under regulation 22;
- a green deal relevant person;
- the holder of a licence under section 6(1)(c) or (d) of the Electricity Act 1989 as modified under section 41(1) of the Energy Act 2008;
- a person (other than a natural person) certificated under the Microgeneration Certification Scheme.

Please note that documentary evidence of qualification as an authorised recipient may be required before any data, other than data that were used to produce a Display Energy Certificate produced in order to meet the requirements of regulation 14, may be disclosed.

## **7. What are the prescribed purposes?**

The prescribed purposes are those set out at Part 1 of Schedule 1 of the Energy Performance of Buildings (England and Wales) Regulations 2012, namely:

- Promoting energy efficiency improvements (as defined in section 2 of the Energy Act 2011) ("energy efficiency improvements") in relation to buildings (in a green deal plan);
- Conducting research into, or developing or analysing policy (or policy proposals) in relation to, the energy efficiency of buildings;
- Conducting research into the effectiveness or impact of energy efficiency improvements;
- Identifying geographic areas where the energy efficiency of buildings is low relative to other areas, or conducting research into the extent, causes or consequences of such lower levels of efficiency;
- Promoting and marketing energy efficiency improvements that may be made pursuant to a green deal plan;
- Identifying and analysing the impact of carbon emissions on the environment resulting from buildings with low levels of energy efficiency;
- Determining whether energy efficiency improvements that may be made pursuant to a green deal plan have or have not been made in respect of a particular building or buildings.

Please note that a detailed explanation of how the intended use meets one or more of these criteria will be required before any data, other than data that were used to produce a Display Energy Certificate produced in order to meet the requirements of regulation 14, may be disclosed.

## 8. What are the conditions?

The conditions are those set out at regulation 31(2) and Part 2 of Schedule 1 of the Energy Performance of Buildings (England and Wales) Regulations 2012, namely:

- the authorised recipient has made a request for one or more specific descriptions of data to the keeper;
- the request was made in writing, or by electronic communication sent to an address or location specified by the keeper for the purpose of the receipt of such requests;
- the authorised recipient has paid any required fee to the keeper, in the amount determined in accordance with regulation 33;
- the data are disclosed in summary form and does not include any information revealing the location of an excluded building (or any information from which the location of such a building can be deduced), or revealing the address or postcode of an identifiable person where an opt-out has effect under regulation 30;
- the disclosure is made subject to the condition that the data is to be used by the recipient solely for one or more of the purposes described in Part 1 of Schedule 1;
- the disclosure is made subject to the conditions set out in Part 2 of that Schedule (below); and
- the data does not include any—
  - green deal information; or
  - information revealing the report reference number for an energy performance certificate relating to a green deal property.
- The authorised recipient is, until the data are deleted from the authorised recipient's records and systems (so that the personal data are no longer accessible by any means by the authorised recipient), a data controller within the meaning of section 1(1) of the Data Protection Act 1998 in relation to the information disclosed.
- The authorised recipient must not--
  - disclose any personal data contained in or derived from data disclosed to it under regulation 31 to any other person without the consent of the person who is the subject of the data;
  - use such personal data in order to contact an individual for the purpose of marketing or promoting products or services which do not relate to energy efficiency.
- The authorised recipient must not make contact with any person ("the subject") whose identity or contact details (or both) have become known to the authorised recipient from data disclosed to the authorised recipient under regulation 31 unless--
  - the authorised recipient advises the subject, at the time contact is first made, that--
    - their identity or contact details (or both) have been obtained from the keeper of the register under that regulation, and
    - the subject is entitled to refuse to receive any further communications from the authorised recipient; and

- the first contact with the subject is made by means of written communication (including electronic communication) only.
- The authorised recipient must not make further contact with a person if the person has informed the authorised recipient that they do not wish to receive any further communications from the authorised recipient.
- In paragraphs 6 and 7, "the subject" means a person whose identity or contact details (or both) have become known to the authorised recipient from data disclosed to it under regulation 31.
- If the authorised recipient has on three separate occasions made contact with the subject and received no response from the subject within fourteen days of the third contact, the authorised recipient--
  - must not attempt to contact the subject again; and
  - must, as soon as reasonably practicable (and in any event within fourteen days of the receipt of a request made by or on behalf of the subject to do so), delete any personal data contained in or derived from data disclosed to the authorised recipient under regulation 31 from its records and systems (so that the personal data is no longer accessible by any means to the authorised recipient).
- The authorised recipient must, as soon as reasonably practicable (and in any event within fourteen days of the receipt of a request made by or on behalf of the subject), delete any personal data contained in or derived from data disclosed to the authorised recipient under regulation 31 from its records and systems (so that the personal data is no longer accessible by any means by the authorised recipient) if the subject requests the authorised recipient to do so.
- The authorised recipient must ensure that its officers and employees comply with these conditions.

Please note that signed acceptance of these conditions may be required before any data, other than data that were used to produce a Display Energy Certificate produced in order to meet the requirements of regulation 14, may be disclosed.

Additionally, there may be a licence agreement that may need to be signed before any data may be disclosed.

**9. My organisation can only meet two of the criteria of i) an authorised recipient; ii) using data for prescribed purposes; and iii) subject to the conditions. May we still have the data?**

Under the Energy Performance of Buildings (England and Wales) Regulations 2012, organisations and individuals must meet all three criteria in order to receive data other than data that was used to produce a Display Energy Certificate produced in order to meet the requirements of regulation 14 in bulk. They must be authorised recipients, using data for prescribed purposes, subject to the conditions. It is not sufficient to meet some of the criteria.

**10. My organisation meets all three criteria. How may I access the register data?**

Contact DCLG on [epc.enquiry@communities.gsi.gov.uk](mailto:epc.enquiry@communities.gsi.gov.uk)

## **11. How will the data be provided?**

The data will be supplied in either csv or excel format and will be provided in one of two data packs, as defined in Schedule 2 of the Energy Performance of Buildings (England and Wales) Regulations 2012, as amended by the Energy Performance of Buildings (England and Wales) (Amendment) Regulations 2015 No. 609. Data packs and their contents are described more fully in Annex A to this guidance.

## **12. Can the data be made available by local authority area etc?**

Yes, for example the data can be made available by:

- county;
- local authority area (individually or in groups);
- constituency.

## **13. How much will I have to pay for the data?**

The fee that must be paid for the disclosure of register data in bulk is set out in regulation 33 of the Energy Performance of Buildings (England and Wales) Regulations 2012, namely:

- regular data pack: £0.02 per record;
- large data pack: £0.04 per record.

These fees will be reviewed regularly, to ensure that they are set at the appropriate level to recover the costs of providing the data.

## **14. Can a regular update of the data be arranged?**

No. A request for data must be made each time in order to ensure compliance with the conditions of regulation 31(2).

## **15. Why are you imposing a charge for this data?**

The fee charged is intended to cover the cost of providing the data. If it were not charged, the costs of providing the data would have to be met by the tax payer or by those who are required by law to lodge the data, neither of which seems fair. It seems appropriate that those who receive the data meet the costs of its provision.

## **16. What happens if I fail to comply with the conditions for receiving Energy Performance of Buildings data in bulk?**

The Government may exercise its discretion to refuse to provide an authorised recipient with EPB data for a limited period or permanently depending on the severity of misuse or non compliance. In addition, an organisation that is accredited under the Energy Performance of Buildings Directive accreditation framework may have its accreditation revoked.

**Archived**

# Annex A

## Domestic Energy Performance Certificates

### What is a regular data pack?

For data from which a domestic EPC may be produced, a regular data pack means:

- address of the property (including the postcode);
- energy rating;
- potential energy rating;
- energy efficiency;
- potential energy efficiency;
- property type;
- inspection date;
- local authority area;
- constituency;
- county;
- date on which the data were entered onto the register; transaction type;
- current environmental impact;
- potential environmental impact;
- current energy consumption;
- potential energy consumption;
- current CO<sub>2</sub> emissions;
- current CO<sub>2</sub> emissions per floor area;
- potential CO<sub>2</sub> emissions;
- current lighting cost;
- potential lighting cost;
- current heating cost;
- potential heating cost;
- current hot water cost;
- potential hot water cost;
- total floor area;
- energy tariff;
- whether the property is connected to the gas network;
- floor level;
- whether the property is on the top floor (for flats);
- if the property is a flat not on the top floor the storey count for the property;
- overall dimensions and size of the building;
- type of heating controls;
- proportion of windows which are multi-glazed;
- types of glazing and area glazed;
- number of extensions to the property;
- number of habitable rooms;
- number of heated rooms;

- proportion of low energy light bulbs; and,
- number of open fireplaces

### **What is a large data pack?**

For data from which a domestic EPC may be produced, a large data pack means a set of data containing everything in the regular data pack together with any additional data entered in order to register the certificates.

Archived

# Non-domestic Energy Performance Certificates

## What is a regular data pack?

For data from which a non-domestic EPC may be produced, a regular data pack means:

- address of the property (including the postcode);
- energy rating;
- property type;
- inspection date;
- local authority area;
- constituency;
- county,;
- date on which the data were entered onto the register; transaction type;
- benchmark against other new build or existing properties as appropriate;
- whether the property is a level 3, 4 or 5 building;
- main heating fuel;
- other fuel description;
- whether the property is air-conditioned;
- whether the property has specialised energy requirements;
- the renewable sources of energy (if any) used by the property;
- floor area; and,
- the current CO2 emissions per floor area.

## What is a large data pack?

For data from which a non-domestic EPC may be produced, a large data pack means a set of data containing everything in the regular data pack together with any additional data entered in order to register the certificates.

# Display Energy Certificates

## What is a regular data pack?

For data from which a Display Energy Certificate may be produced, a regular data pack means:

- address of the property (including the postcode);
- energy rating;
- proportion of CO<sub>2</sub> emissions attributable to electricity used in the property;
- proportion of CO<sub>2</sub> emissions attributable to energy used to heat the property;
- proportion of CO<sub>2</sub> emissions from renewables used in the property;
- property type;
- inspection date;
- local authority area;
- constituency;
- county; and,
- date on which the data were entered onto the register, benchmark against other new build or existing properties as appropriate;
- whether the building is a level 3, 4 or 5 building;
- main heating fuel;
- other fuel description;
- whether the building is air-conditioned;
- whether the building has specialised energy requirements;
- sources of renewable energy (if any) used by the property;
- floor area; and,
- building level.

## What is a large data pack?

For data from which a Display Energy Certificate may be produced, a large data pack means a set of data containing everything in the regular data pack together with any additional data entered in order to register the certificates.

# Air-conditioning Inspection Reports

## What is a regular data pack?

For data from which an air-conditioning inspection report may be produced, a regular data pack means:

- the address (including the postcode);
- property type;
- inspection date;
- local authority area;
- constituency;
- county; and,
- date on which the data were entered onto the register.

## What is a large data pack?

For data from which an air-conditioning inspection report may be produced, a large data pack means a set of data containing everything in regular data pack together with any additional data entered in order to register the certificates.

Archived