

EPC Legislation changes and your software – April 2012

The proposed change to the legislation regarding energy performance certificates (EPC's) comes in to force on 6th April 2012.

Final confirmation and clarification has now been issued by the DCLG (Department for Communities and Local Government) and can be found here:



<http://www.communities.gov.uk/publications/planningandbuilding/changesenergyperformance>

Key points in the new legislation:

- This only applies to properties coming to market after 6th April.
- The current asset ratings (EPC graphs) are no longer applicable in isolation.
- They are to be replaced by the first page of the new style EPC (typically an A4 document which contains the graphs and additional information). An example can be found here:

<http://www.communities.gov.uk/documents/planningandbuilding/pdf/1790388.pdf>

- The EPC legislation is extended to apply to non-residential and rental transactions.
- The EPC does not have to be an integral part of the printed particulars. It can be provided as an attachment or insert.
- If sending details electronically as an attachment, the EPC can be provided via a clickable url.
- **Do newspaper adverts or window cards for property lets meet the definition of written particulars?** No. The requirement to attach a copy of the front page of the EPC to written particulars is where an agent provides written particulars to a person (i.e. a specific individual) who may be interested in buying or renting the building. This implies that a copy of the front page of the EPC does not need to be attached to 'advertising material', i.e. a newspaper or window card.
- **Do buildings advertised for sale or rent on property portals require an EPC to be attached to those details?** Where the relevant person or a person acting on their behalf intends to make information available on a website and the information provided meets the definition of written particulars then a copy of the first page of the EPC must be attached to those details.

What does this mean for Encore32 and EncoreLive clients?

Encore32 clients should be running v3.5 (our latest software version available) to be compliant. If you have not yet upgraded, please see below for instructions on how to do so.

EncoreLive clients should be running v1.34 to be compliant. If you wish to have the full EPC within the details template (not required and not recommended but available for an additional charge) you will need to run an additional upgrade routine available upon request.

Should you have any questions or concerns over the version of software you are running please contact us on **0845 130 5444**. **We are available during normal working hours but will not be available over the Easter bank holiday weekend.**

Encore32 v3.5 upgrade instructions

The latest version of the software, Encore32 v3.5 is available to all our clients as part of our support contract.

Please note: If you do not install this upgrade you will not be able to link EPC documents to your properties and upload them to the Internet.

This release contains several significant enhancements, including important changes relating to the new EPC legislation which comes into force on 6th April 2012.

A summary of the key changes is outlined below, full details can be found by accessing this link: [v3.5 upgrade notes](#).

Upgrade process

To download and install this important upgrade please follow the instructions below:

Please note that the total download will be approximately 3.5 Mb and may take a few minutes.

1. Save any work and exit Encore32 before you perform this. If you are using the multi listing process, to transfer data between offices, these processes also need to be closed before running the upgrade. Please close Datex, Commserve and also Sentinel. Sentinel is minimized to the system tray, to close Sentinel double click on the eye icon and click terminate. In the pop-up box please type 'upgrade'.
2. Click on the following link: [ec32upgrade3-5-93/encore32updater.zip](#)
3. When prompted select 'Save' and choose a suitable location to save the file (we suggest your desktop)
4. If prompted select 'open' or double click the file you have just saved (Encore32Updater.zip)
5. In the window that appears, double click on the file that is displayed (Encore32Updater). This will extract and run the installer.
6. NB: You may have to select 'Allow' or 'Run' if prompted by your Windows Security, depending upon your operating system.
7. In the InstallShield window click 'Next' and then 'Install'.
8. When complete you can select 'Finish'
9. Please re-start the multi-listing software, this is done from the Start Menu. Choose 'All Programs', 'Startup', 'Sentinel.exe'

You should now run Encore32 and ensure it reports the version as 3.5.93. If it does then you are successfully upgraded and can benefit from the new features.

Portals

We have been in discussion with the portals for some time over how we pass them the new EPC Certificates via our portal exports. However, some of the Portals are not seeing their listings as "written particulars" and feel that the disclaimer they show on each listing will mean there is no need to upload the EPC Certificates. They should have sent guidance of their own but we are in a position to send the required documents to the portals if they agree to receive them.