

Faero Technical Standards Panel – Terms of Reference

Introduction

Faero Ltd is responsible for the conduct of the Faero Ltd Competent Persons Scheme. As part of this scheme, it will define and maintain Technical Standards for the conduct of SAP energy ratings and Carbon Dioxide Emission Rate calculations for Building Regulations compliance.

Panel Members

In this it is advised and assisted by the Faero Technical Standards Panel, which consists of the following independent members:

- Two academic representatives
 - Robin Roy
Professor of Design & Environment,
Department of Design & Innovation
Faculty of Technology
The Open University
Walton Hall
Milton Keynes
MK7 6AA
 - Vacancy
- Representing Building Control Approved Inspectors
 - Jeremy Stacy
NHBC
NHBC House
Davy Avenue
Knowlhill
Milton Keynes
MK5 8FP

- Three persons representing users of Authorised SAP software
 - Peter Rickaby
Director
Rickaby Thompson Associates
Witan Court
296 Witan Gate West
Central Milton Keynes
MK9 1EJ
 - Peter Thom
Green Heat Ltd
PO Box 2001
Cambridge
CB3 0SD
 - Sam Patterson
Technical Director
CRH Europe Insulation Ltd
Springvale EPS Ltd
75 Springvale Road
Ballyclare
Co. Antrim
BT39 0SS
- Two persons representing Local Authority Building Control
 - Barry Turner
LABC
137 Lupus Street
London
SW1V 3HE
 - John Farnell
Senior Building Surveyor/Energy Manager
Uttlesford District Council
Council Offices
London Road
Saffron Walden
Essex, CB11 4ER
- Other representatives as required

Details of membership of the Faero Technical Standards Panel will be published by posting these Terms of Reference on the Faero website.

Frequency of meetings

The Faero Technical Standards Panel shall meet at least once per year. During the set up period the Panel is expected to meet more often, as required by the scheme's needs. The CEO of Faero Ltd is responsible for calling meetings of the Faero Technical Standards Panel and for providing it with administrative backup. The Chairmanship of the Panel shall be decided by the Panel, at its own discretion.

Responsibilities of Faero Ltd

Faero Ltd is responsible for all aspects of the development and conduct of the Faero Ltd competent persons scheme, including:-

- The examination:
 1. Syllabi and Examination Papers
 2. The appointment of examiners
 3. The organisation and administration of examinations
 4. Marking candidates' papers and issuing results

- Writing and maintaining the technical standards, which may include:
 1. Training and CPD
 2. The examination scheme
 3. Issue of software, and updates to software
 4. Monitoring of work against a quality standard
 5. Disciplinary and complaints procedures
 6. Professional Indemnity Insurance
 7. Inclusion on the list of competent persons
 8. Records of CO₂ calculations undertaken by competent persons
 9. Reporting to ODPM and Defra
 10. SAP software approval

- Administration and financial control of the scheme

- Vetting of prospective scheme members, registering members and maintaining the list of competent persons

- Publicity and promotion of the Faero Ltd competent persons scheme

- Monitoring of the scheme members' compliance with the Technical Standards by audits of their systems.

- Applying sanctions on scheme members found in breach of the terms of the Faero Ltd competent persons scheme agreement

- Reporting to ODPM

Responsibilities of the Faero Technical Standards Panel

Faero Ltd is supported by the Faero Technical Standards Panel in the following areas:-

- Arbitration and final appeals in the case of disputes and complaints regarding the conduct of the Faero Ltd competent persons scheme

- Advising on the Technical Standards

- Providing a continuing oversight of all aspects of the Faero Ltd competent persons scheme with a view to maintaining its integrity