INDUSTRY RESPONSE GROUP

Steering Group on Competences for Building a Safer Future

First Quarterly Report on progress towards meeting the recommendations on competences in Dame Judith Hackitt's Independent Review of Building Regulations and Fire Safety

July 2018

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Introduction

1. The origins of this work began in August 2017 when the Industry Response Group[1] [IRG] set up a work stream to look at issues of competence relating to high-rise residential towers in the context of concerns about capacity related to remedial work that would likely be identified in the aftermath of the Grenfell fire.

2. A sub-group was formed and a first meeting held on 30 August 2017 (under the chairmanship of Amanda Clack (at that time, a member of the Independent Expert Advisory Panel[2] and President of the Royal Institution of Chartered Surveyors).

3. The IRG sub-group met on a further three occasions in the autumn of 2017, under the chairmanship of Graham Watts OBE, Chief Executive of the Construction Industry Council. Those discussions largely centred upon the number of competent people in the key occupational sectors that would be required to advise building owners on the need for remedial work and those that would be needed to carry out that work. The sub-group identified a number of "pinch points" where capacity seemed likely to be exceeded by demand; notably – but not exclusively - fire engineers, clerks of works and installers.

4. This work continued in parallel with the first phase of Dame Judith Hackitt's Independent Review of Building Regulations and Fire Safety and the publication of her Interim Report, on 18 December 2017, indicated that the second phase of her Review would consider the issue of competence. In view of this, the IRG decided to stand down its sub-group and await Dame Judith's final recommendations.

[1] The Industry Response Group was formed in July 2017, following a meeting between Melanie Dawes, Permanent Secretary of the MHCLG and Tamara Finkelstein, then newly-appointed director of the Building Safety Programme with Build UK, the Construction Industry Council and the Construction Products Association. Since its formation, the IRG has met regularly (first, weekly; then fortnightly) and its membership now also includes the National Fire Chiefs Council [NFCC], the Local Government Association [LGA] and the National Housing Federation [NHF]

[2] The independent expert advisory panel was established by the MHCLG Secretary of State, on 27 June 2017, to advise on measures to be put in place following the Grenfell Tower fire

5. Dame Judith's Interim Report, stated (para 1.73) that:

'…the professional and accreditation bodies have an opportunity to demonstrate that they are capable of establishing a robust, comprehensive & coherent system covering all disciplines for work on such buildings[3]. If they are able to come together and develop a joined-up system covering all levels of qualification in relevant disciplines, this will provide the framework for regulation to mandate the use of suitable qualified professionals who can demonstrate that their skills are up to date'.

6. Dame Judith also noted that this system should cover, as a minimum:

- engineers;
- those installing/maintaining fire safety systems and other safety-critical systems;
- fire engineers;
- fire risk assessors;
- fire safety enforcing officers; and
- building control inspectors [more commonly known as surveyors].

7. In February 2018, Dame Judith established a number of working groups to assist with the second phase of her review, one of which, known as Working Group 4 (WG4), was to look at issues of competence.

8. Graham Watts was asked to chair this working group, which met on four occasions, in February and March 2018, and reported back to Dame Judith (together with the chairs of the other working groups) at a "Chairs Reporting Session" on 19 March 2018.

9. WG4 addressed the following overarching question:

'How can we gain assurance that the competence requirements for key individuals involved in building, maintaining and managing complex/high-rise buildings are appropriate for the work being carried out?'

10. WG4 added designing and refurbishing to the above activities.

11. WG4 also added a number of other occupations/professions to the list included, as a minimum, in Dame Judith's Interim Report [see para. 6]:

- building designers [incl. architects];
- life safety managers in occupied high-rise residential buildings;
- installers of non-life safety specific equipment that might compromise fire safety;
- site supervision[4]; and
- project management[5].

[3] '*complex/high-rise buildings'*
[4] Although the WG identified this as an area of competence to be developed, it did not carry out any further work
[5] Although the WG identified this as an area of competence to be developed, it did not carry out any further work

12. WG4 considered 40 documents as evidence of competence systems in operation in the UK and internationally and made 25 recommendations to the Independent Review.

Building a Safer Future

13. Dame Judith published her Final Report, entitled *Building a Safer Future* on 17 May 2018.

14. Chapter 5 and Appendix E of the Final Report are concerned with competence.

15. Recommendation 5.1 is:

The construction sector and fire safety sector should:

a. demonstrate more effective leadership in relation to developing a responsible approach to delivering building safety and integrity;
b. work with other sectors to learn and translate good practice and implement it within the sector; and
c. develop continuous improvement approaches to competence levels

16. In giving detail to this recommendation, paras 5.14/5.15 of *Building a Safer Future* confirm Dame Judith's view that the competencies to be covered by a single body should be:

- engineers;
- those installing and maintaining fire safety systems and other safety-critical systems;
- fire engineers;
- fire risk assessors;
- fire safety enforcing officers;
- building control inspectors;
- building designers, including architects
- building safety managers;
- site supervisors; and
- project managers

17. Recommendation 5.2 is:

a. The professional and accreditation bodies working within the construction and fire safety sectors should continue the work started in response to the interim report and present a coherent proposal to government within one year. As a minimum, this proposal should cover the role and remit of an overarching body to provide oversight of competence requirements and support the delivery of competent people working on HRRBs[6], including:

- *The professional bodies, professions and disciplines in scope;*
- *its membership and governance;*
- *its role in receiving, agreeing and monitoring the individual competence frameworks for those bodies, professions and disciplines in scope for individuals within their membership or on their register, and/or whether a*

[6] Higher-Risk Residential Buildings (as defined in *Building a Safer Future*)

single competence framework for professional bodies in scope should be established;

- *its role in agreeing and monitoring accreditation and reaccreditation , and the period within which the competence of individuals should be reassessed and reaccredited;*
- *its role in establishing a method for demonstrating or proving competence;*
- *how the correct balance between construction sector skills and fire safety skills should be balanced; and*
- *whether the competence requirements for those working on HRRBs should also be extended to cover other multi-occupational residential buildings and to institutional residential buildings*

b. Progress should be monitored by government, with the professional and accreditation bodies providing government with quarterly progress reports.

c. If government does not consider that the proposed approach provides the necessary assurance to the JCA[7], or there is evidence that the fragmented approach to the oversight of competence will continue, then government should mandate a body to establish the competence levels required and oversee its implementation'.

18. Recommendation 5.3 is:

'Relevant parties, along with the relevant professional bodies, should:

a. Continue to work together to develop a new common approach and competence framework which meets the requirements of the new regulatory framework and the new skills required of Building Standards Inspectors when working on HRRBs, and those offering consultancy and verification services to dutyholders.

b. This framework should apply to all Building Standards Inspectors whether they are LABS[8] Inspectors and part of the JCA or AIs[9] offering their services to Building Standards or to dutyholders.

c. *Consider whether this competence requirement for Building Standards Inspectors working on HRRBs, and AIs, should also be extended to cover those working on other multi-occupancy residential buildings and institutional residential buildings.*

19. Recommendation 5.4 is:

'Relevant parties should work together, along with the relevant professional bodies, to develop a robust, comprehensive and coherent system for:

a. the competence requirements for the role of building safety manager of HRRBs; and

[7] Joint Competence Authority (as defined in *Building a Safer Future*)
[8] Local Authority Building Standards – a new title recommended in *Building a Safer Future*
[9] Approved Inspectors

b. the remit of the role in introducing and overseeing the process by which residents in HRRBs would be able to access fire safety awareness training.'

20. In addition to these recommendations in the main body of the report, a number of separate proposals are made in Annex E thereof. These are:

- *There is a role for each professional body to deliver a programme of fire and system safety-related CPD, and for this to be mandatory for individuals accredited by the respective professional body;*

- *The relevant Professional Engineering Institutions (PEIs) should work with the Engineering Council to develop a contextualised standard for chartered and incorporated engineers working on HRRBs;*

- *All bodies representing active and passive fire safety system installers should come together to agree a comprehensive and coherent framework for assuring competence levels for those installing and maintaining fire safety and other safety-critical systems for HRRBs, and any enhanced levels of competence that may be necessary;*

- *The Fire Risk Assessment Competency Council (FRACC)[10] should develop and introduce an enhanced level of competence for fire risk assessors undertaking work on HRRBs;*

(a) The NFCC[11] should seek to ensure that fire and rescue services comply with the Competency Framework for Business Safety Regulators

(b) The Competency Framework for Business Safety Regulators should be developed through a national standard for England that could be adopted throughout the United Kingdom

(c) Fire and rescue services should ensure that they have sufficient capacity through suitably qualified Fire Safety Officers to effectively implement Integrated Risk Management Plans, Risk Based Inspection Programmes and discharge their statutory fire safety duties in relation to:
(i) inspection and audit;
(ii) statutory consultations;
(iii) undertaking enforcement action as appropriate; and
(iv) carrying out any additional activities which may be introduced as part of this Independent Review.

(e)[12] Building on the competence requirements set out in in the Regulator's Code[13], NFCC should work with a suitable body to ensure fire and rescue services can introduce third party accreditation of the competence of Inspecting Officers with a recognised accreditation or professional body;

- *Government and the Architects Registration Board, working with partners, should consider current and future competence levels of those architects on the Register of Architects, and those joining the Register, in relation to*

[10] The FRACC does not actually exist but is a proposal in a report from the Fire Sector Federation
[11] National Fire Chiefs Council
[12] There is no (d)
[13] https://www.gov.uk/govenment/publications/regulators-code

the fire safety design issues specifically relating to those architects involved in designing HRRBs;

- *(a) The approval of AI should be restricted to certain defined project categories and individual AIs should satisfy CICAIR[14] that they have sufficient experience and competence on a case-by-case basis to be granted approval to work on HRRBs*

(b) Local Authority building control departments (or 'local authority building standards' under the proposed new terminology) should be required to become members of the national LABC[15] body.'

Industry Response Group [IRG]

21. The IRG had been maintaining a watching brief over the evolution of phase two of the "Hackitt" Review and recognised that the reference to '*continue the work started in response to the interim report'* in Recommendation 5.2 was a steer to continue the work begun by the IRG in August 2017 (focused on increasing quantity) and continued by WG4 (focused on improving quality).

22. The IRG therefore agreed to reconstitute the steering group that had been held in abeyance during phase two of Dame Judith's deliberations and asked Graham Watts to continue as chairman with a view to ensuring implementation of the recommendations on competence in *Building a Safer Future*. Peter Caplehorn of the Construction Products Association and Peter Yates of the Local Government Association were appointed as co-Deputy Chairmen.

23. A preliminary meeting of engaged parties met to formulate the steering group on 16 May 2018 (the day prior to the publication of *Building a Safer Future*) and the Steering Group is now meeting fortnightly and has met four times in May and June 2018.

24. The Steering Group has adopted the title the **IRG Steering Group on Competences for Building a Safer Future** so as to unequivocally ensure that its work is exclusively to implement the recommendations in Dame Judith's Report.

25. The Steering Group comprises IRG member organisations and the bodies identified by Dame Judith Hackitt to carry out work plus others chairing working groups.

26. Membership is by organisation and alternates are allowed – members and alternates (and the CEOs of participating organisations) will be copied with papers.

27. Membership is reasonably balanced between the construction industry/ professions/ fire safety sector/ and building owners & managers

28. The draft Terms of Reference for the Steering Group, which are to be confirmed at the next meeting, later in July, are attached as appendix A.

[14] CIC Approved Inspectors Register Ltd
[15] Local Authority Building Control

29. A full list of members is attached as appendix B.

30. As a matter of principle, the Steering Group has agreed that the proposals in *Building a Safer Future* (described in para. 20) should be given equal weight with the recommendations (described in paras. 15-19).

31. A press release announcing the establishment of the Steering Group and outlining its work is attached as appendix C.

Working Groups

32. The Steering Group has established eleven working groups, representing each occupational sector/profession identified as part of the enhanced competence framework in *Building a Safer Future*, plus a working group to look at competences in Procurement.

33. The current structure of the Working Groups is attached as appendix D but for ease of reference, details of the group, the lead body, the chair, the secretary and the dates of the first meeting are given below:

WG1 – Engineers
Lead – Engineering Council
Chair – George Adams
Secretary – Katy Turff
1st Meeting – 22 June 2018

WG2 – Installers
Leads – Build UK/ Fire Sector Federation
Chair – Nick Jarman
Secretary – Martin Duggan
1st Meeting – T. B. A

WG3 – Fire Engineers
Lead – Institution of Fire Engineers
Chair – Mostyn Bullock
Secretary – Neil Gibbins
1st Meeting – The Group will not meet until substantial work has been undertaken by WG1 to avoid overlap and duplication

WG4 – Fire Risk Assessors
Lead – Fire Sector Federation
Chair – Dennis Davis
Secretary – Stephen Adams
1st Meeting – 16 July 2018

WG5 – Fire Safety Enforcement Officers
Lead – NFCC
Chair – Adreena Parkin-Coates/ Jenni Seex
Secretary – Penny Pender
1st Meeting – T.B.A[16]

[16] The NFCC is awaiting the appropriate allocation of resources prior to commencing this work.

WG6 – Building Control/Building Standards Inspectors
Lead – LABC
Chairs – Lorna Stimpson/ Wayne Timperley
Deputy Chair – Martin Conlan
Secretary – Dan Falchikov
1st Meeting – 28 June 2018

WG7 – Building Designers/Architects
Lead – Architects Registration Board
Chairs – Richard Parnaby/ Nabila Zulfiqar
Secretary – ARB Secretariat
1st Meeting – to be arranged after an ARB briefing on 2 July

WG8 – Building Safety Managers
Lead – Independent
Chair – Anthony Taylor
Secretariat – Sofie Hooper and Jon O'Neill
1st Meeting – starting with a workshop on 13 July 2018

WG9 – Site Supervisors
Lead – Chartered Institute of Building
Chair – Peter Dawber
Secretary – Lyndsey Montgomery
1st Meeting – 5 July 2018

WG10 – Project Managers
Lead – Royal Institution of Chartered Surveyors
Chair – Prof Charles Egbu
Secretary – Steven Thompson
1st Meeting – 27 July 2018

WG11 – Procurement
Lead – T.B.A
Chair – T.B.A
Secretary – T.B.A
1st Meeting – T B.A

34. The Steering Group has identified a potential chairman and secretariat for WG11 but this has not been formalised at the time of writing this report.

35. The Steering Group's target was for each of the initial ten groups (the ten occupational sectors/professions recommended by Dame Judith) to be set up by the end of June and for first meetings to be arranged in July. All of the groups, have now been established and seven have already arranged the first meeting (two prior to the end of June).

36. **We believe that this is significant progress within six weeks of the publication of *Building a Safer Future*.**

37. Although WGs 1 (Engineers) and 6 (Building Control/Standards) had already met by the end of June, reports of that progress will (as planned) be contained in the next Quarterly Report (see para. 50).

38. The Steering Group has considered a case for establishing a Working Group to look at the competences of those who test products and has asked the Construction Products Association to lead on this with support from the BRE and other product testing bodies.

39. The Steering Group also considered the case for having working groups to consider generic issues common to all working groups (such as CPD) but decided that these issues should be included in the terms of reference for each working group.

40. The terms of reference for the working groups are attached as appendix E. These reflect the exact recommendations and proposals in *Building a Safer Future*.

41. It is clear that the working groups are each starting at a different place in terms of competences for working on HRRBs. Some (engineers and architects for example) already have mature competence and accreditation systems, from which an extension can be made to cover the specialism of HRRBs; others (fire risk assessors/ installers, for example) have a plethora of competence and accreditation systems, which will require to be assessed and reviewed; while others (primarily the building safety manager) have no recognised competence and accreditation system and so, the working group is essentially starting from scratch.

42. The Steering Group is working on the basis of inclusivity whilst requiring a level of active contribution from those engaged directly in the working groups.

43. Approximately 200 organisations are participating across the working groups and workshops from across the various sectors. We believe that it is a comprehensive network, involving all of the key organisations across the built environment professions, fire safety sector, construction industry and bodies representing building owners/managers.

44. Nonetheless, the Steering Group is mindful of the need to consult as widely as possible and it plans to hold consultative conferences with as many stakeholders as possible at strategic points during the process. The first of these will be as part of the IRG Industry Partners Conference on 19 July.

45. There will also be opportunities for the chairs and secretariats of the working groups to meet for strategic discussions during the work.

Other relevant activity

46. All those on the Steering Group are acutely aware of the fragmented nature of the sectors involved in this work. We believe that this is the most comprehensive network of organisations from across the built environment, fire safety, construction and building owners/managers that have ever come together for a common purpose.

47. The Steering Group is in touch with Professor Peter Hansford, chair of construction and infrastructure policy at the Bartlett School of Construction and Project Management of University College London regarding his review, commissioned by the Institution of Civil Engineers, in July 2017, which seeks to identify the lessons which civil engineers and other UK infrastructure professionals can learn from the Grenfell Fire. The findings may be used to

inform recommendations for changes to policy and practice to reduce the risk of future infrastructure failures.

48. Professor Hansford's interim report, entitled *In Plain Sight*, was published in November 2017 and has been copied to the steering group.

49. At each meeting, the steering group is regularly reviewing other relevant activity and is currently unaware of any competence enhancement activity in relation to HRRBs, which is not taking place within the envelope of this work.

Reporting Timescale

50. The Steering Group is confident that it is already delivering the essence of Recommendation 5.1 and that it has made good, immediate progress in taking forward the essence of Recommendation 5.2 .

51. This Report takes the form of the first quarterly report to MHCLG, via the IRG, and is submitted in July 2018. Further quarterly reports will be submitted as soon as possible after 30 September and 31 December 2018 with a final report due as soon as possible after 31 March 2019.

52. This will allow us to meet the target of one year set by Dame Judith in *Building a Safer Future*.

The Principles of Competence

53. On behalf of the Steering Group, the LABC arranged a workshop, which was held on 20 June 2018 and attended by 37 representatives of those engaged with the Steering Group and the eleven working groups. The workshop was facilitated by Professor Angus Law of Edinburgh University (a member of the "Hackitt" phase 2 WG4).

54. The seminar made excellent progress in achieving a consensus on the common principles of competency and these are being taken forward by a small task-and-finish group, chaired by Peter Yates of the Local Government Association, established at the meeting of the steering group, on 28 June.

Overarching Body

55. The Steering Group has given consideration to various models for the ownership and governance of the overarching body and this review is continuing and will lead to an options analysis of the various models that have been identified.

56. The Steering Group has not yet considered a name for the Overarching Body.

Memorandum of Understanding

57. The Steering Group is considering a Memorandum of Understanding, which will be available for all the organisations involved in the Steering Group and the Working Groups, as well as other supporting organisations, to sign.

58. It has also been agreed that any organisation that is unable, for operational or governance reason, to sign the MoU will not be excluded from their current role in taking activities forward.

59. A copy of the draft MoU is attached as appendix F.

Community of Interest

60. The RICS has enabled the Steering Group to set up a secure confidential digital online community in order to be able to share documents confidentially (to include the Chairs and Secretariats of the various working groups) and as a central repository of all relevant documentation. This is now operational.

Communications

61. The IRG Industry Partners work closely on communications, including the development of a new website and the Steering Group has access to this resource to ensure effective communications with the wider industry.

62. A standard template has been developed to ensure consistency of reporting from the working groups.

Summary of progress against recommendations and proposals

63. Establishing this programme of work within six weeks of the publication of *Building a Safer Future* demonstrates the **effective leadership** and **reasonable approach** by bringing together the construction sector and fire safety sector (together with the built environment professions and the owners and managers of HRRBs).

64. Each working group will consider and make recommendations upon the issues of learning from other sectors and translating good practice into implementation and developing continuous improvement approaches forward in relation to their sector.

65. The work started in response to the interim report has continued without delay.

66. The steering group's programme is to deliver a coherent proposal to government in **April 2019**, inside the required target of one year; with quarterly reports in July and October 2018 and January 2019.

67. The work is broadly based and involves a large number of organisations.

68. Eleven working groups have been established to:

    (a) *Continue to work together to develop a new common approach and competence framework which meets the requirements of the new regulatory framework and the new skills required of Building Standards Inspectors;*

    (b) *develop a robust, comprehensive and coherent system for the competence requirements for the role of building safety manager of HRRBs;*

    (c) *deliver a programme of fire and system safety-related CPD;*

    (d) *develop a contextualised standard for chartered and incorporated engineers working on HRRBs;*

(e) *agree a comprehensive and coherent framework for assuring competence levels for those installing and maintaining fire safety and other safety-critical systems for HRRBs, and any enhanced levels of competence that may be necessary;*

(f) *develop and introduce an enhanced level of competence for fire risk assessors undertaking work on HRRBs;*

(g) *ensure that fire and rescue services comply with the Competency Framework for Business Safety Regulators; and*

(h) *consider current and future competence levels of those architects on the Register of Architects, and those joining the Register, in relation to the fire safety design issues specifically relating to those architects involved in designing HRRBs;*

Submitted on behalf of the Steering Group

Graham Watts OBE, Chair IRG Steering Group on Competences for *Building a Safer Future*

First Quarterly Report on progress towards meeting the recommendations on competences in Dame Judith Hackitt's Independent Review of Building Regulations and Fire Safety

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APPENDICES

A. Draft Steering Group Terms of Reference (for approval on 26 July)

B. Steering Group Membership

C. Press Release announcing establishment of the Steering Group

D. Working Group Structure

E. Working Group Terms of Reference

F. Draft Memorandum of Understanding

IRG STEERING GROUP ON
COMPETENCES FOR BUILDING A SAFER FUTURE

STEERING GROUP (Draft) TERMS OF REFERENCE

1. To implement the recommendations and proposals of Dame Judith Hackitt's Review of Building Regulations and Fire Safety with regard to competence, as contained in Chapter 5 and Annex E thereof.

2. To prepare quarterly reports to the MHCLG in July, October 2018 and January 2019.

3. To submit a final report in April 2019 which will:

- set the role and remit of an overarching body to provide oversight of competence requirements and support the delivery of competent people working on Higher-Risk Residential Buildings [HRRBs], including:
    - the professional bodies, professions and disciplines in scope;
    - its membership and governance;
    - its role in receiving, agreeing and monitoring the individual competence frameworks for those bodies, professions and disciplines in scope for individuals within their membership or on their register, and/or whether a single competence framework for professional bodies in scope should be established;
    - its role in agreeing and monitoring accreditation and reaccreditation, and the period within which the competence of individuals should be reassessed and reaccredited;
    - its role in establishing a method for demonstrating or proving competence;
    - how the correct balance between construction sector skills and fire safety skills should be balanced; and
    - whether the competence requirements for those working on HRRBs should also be extended to cover other multi-occupational residential buildings and to institutional residential buildings.

- Develop a new common approach and competence framework which meets the requirements of the new regulatory framework and the new skills required of Building Standards Inspectors when working on HRRBs, and those offering consultancy and verification services to dutyholders.

- Develop a robust, comprehensive and coherent system for the competence requirements for the role of building safety manager of HRRBs; and the remit of the role in introducing and overseeing the process by which residents in HRRBs would be able to access fire safety awareness training.

4. To oversee work that will:

- deliver a programme of fire and system safety-related CPD, and for this to be mandatory for individuals accredited by the respective professional body;
- develop a contextualised standard for chartered and incorporated engineers working on HRRBs;
- agree a comprehensive and coherent framework for assuring competence levels for those installing and maintaining fire safety and other safety-critical systems for HRRBs, and any enhanced levels of competence that may be necessary;
- develop and introduce an enhanced level of competence for fire risk assessors undertaking work on HRRBs;
- ensure that fire and rescue services comply with the Competency Framework for Business Safety Regulators; and
- consider current and future competence levels of those architects on the Register of Architects, and those joining the Register, in relation to the fire safety design issues specifically relating to those architects involved in designing HRRBs.

5. To consider relevant examples of learning from other sectors, or from international exemplars.

GW. 110718

INDUSTRY RESPONSE GROUP STEERING GROUP ON

COMPETENCES FOR BUILDING A SAFER FUTURE

Steering Group Membership

Chairman	**Graham Watts OBE [CIC]**
Deputy Chairmen	**Peter Caplehorn [CPA]**
	Peter Yates [LGA]
Secretary	**Denise Chevin [CIC]**

Member organisations

Build UK
Construction Industry Council
Construction Products Association
Local Government Association
MHCLG
National Housing Federation
National Fire Chiefs' Council

Working Group Leads:

WG1:	**Engineering Council**
WG2	**Build UK*/Fire Sector Federation**
WG3	**Institution of Fire Engineers**
WG4	**Fire Sector Federation**
WG5	**National Fire Chiefs Council***
WG6	**LABC/Association of Consultant Approved Inspectors**
WG7	**Architects Registration Board**
WG8	**Independent**
WG9	**Chartered Institute of Building**
WG10	**Royal Institution of Chartered Surveyors**
WG 11	**T.B.C**

Independent	**Ben Bradford**

Principals for membership

(1) IRG member organisations and the bodies identified by Dame Judith Hackitt to carry out work plus others chairing working groups should be members
(2) Membership is by organisation and alternates are allowed –
(3) Membership should be reasonably balanced between the construction industry/ professions/ fire safety sector/ and building owners & managers

14 June 2018

Issued on behalf of the Industry Response Group's

Steering Group on Competences for Building a Safer Future

Steering Group established to take forward Dame Judith Hackitt's recommendations on competence

Many organisations spanning the construction and fire sectors have come together to form a steering group to take forward key recommendations in Dame Judith Hackitt's *Independent Review of Building Regulations and Fire Safety*, to improve competences for those working on the design, construction and operation of higher risk residential buildings.

The **Steering Group on Competences for Building a Safer Future** is a sub-group of the Industry Response Group [*see Note 1*], which was set up, last July, in the wake of the Grenfell fire to coordinate action and advice to building owners.

The Steering Group [*see Note 2*] will continue the work on capacity and competence, begun in late August 2017, as a workstream of the IRG, and also the Working Group on Competence, set up as part of Dame Judith's Review. Both groups were chaired by Graham Watts OBE, Chief Executive of the Construction Industry Council, who will also chair the new Steering Group on behalf of the IRG. Peter Caplehorn (Construction Products Association) and Peter Yates (Local Government Association) will be Deputy Chairs. The Steering Group Secretary is Denise Chevin.

Building a Safer Future identified a lack of appropriate skills, knowledge and experience of those engaged at every stage of the life cycle of higher risk residential buildings as a major flaw in the current regulatory system. It also calls for a formal process for assuring these competences.

Specifically addressing the recommendations and proposals in Chapter 5, and Appendix E, of *Building a Safer Future*, the steering group will develop a plan for an overarching body to provide oversight of competence requirements and support the delivery of competent people. The scope will be for work on higher risk residential buildings as set out in *Building a Safer Future*, but work will be carried out on the basis that it is likely to have wider application to other building types.

The Hackitt report recommended a year to complete this work and that progress should be reported quarterly. As details become clearer about the role of the Joint Competent Authority (JCA) and the implementation of Dame Judith Hackitt's recommendations, the Steering Group, and IRG, will consider how this work can best contribute to this evolving process.

The work of identifying and developing specific competency frameworks and accreditation pathways, will be undertaken by 11 working groups [*see Note 3*], broadly reflecting the work set out in the Hackitt Review; with one additional work stream (Procurement) being added by the Steering Group.

Each working group will be tasked with defining:

- a process for agreeing and monitoring competence frameworks;
- a process for agreeing and monitoring accreditation and reaccreditation;
- the period within which competence should be reassessed;
- the method for demonstrating or proving competence;
- whether the competence requirements for those working on HRRBs should also be extended to cover other multi-occupancy residential buildings and to institutional residential buildings;
- a programme of fire and system safety CPD; and
- identifying exemplars from other sectors and internationally.

The Chair, Secretariat and membership of each working group are being recruited from across the fire safety sector, built environment professions, the construction industry and from those who own and manage higher-risk residential buildings.

The Steering Group will meet fortnightly throughout the year and, in addition to overseeing and peer-reviewing the outputs from the eleven working groups, the Group will also:

- determine arrangements for the effective oversight of competence requirements to support the delivery of competent people working on higher risk residential buildings;
- propose the role and remit of an overarching competence council;
- identify and fill any further gaps in the competence requirements across the commissioning, design, construction, refurbishment, maintenance and management of higher risk residential buildings;
- organise a workshop on the principles of competence frameworks; and
- make quarterly reports to MHCLG/JCA, via the Industry Response Group

The Group met for the first time on the day prior to the publication of *Building a Safer Future* and has met twice more. Speaking after the third meeting, on 31 May, Graham Watts said: "*Dame Judith asked the construction and fire safety sectors to continue the work started in response to her interim report and it has been heartening to see the collective commitment from across both sectors, and amongst those who represent building owners, to come together quickly to ensure that these issues are addressed. Our aim is to ensure a joined-up approach to achieving a comprehensive, coherent and robust framework for the competence of all those creating, maintaining and managing higher risk residential buildings. It is an excellent beginning and we hope to improve upon the year timescale envisaged by Dame Judith by completing this work in March 2019*".

ENDS

For further information contact Liz Drummond on ldrummond@cic.org.uk or 0207 399 7400

Notes:

Note 1:

The Industry Response Group is chaired by the MHCLG Building Safety Programme. In addition to the MHCLG, membership consists of Build UK, Construction Industry Council, Construction Products Association, National Fire Chiefs' Council, Local Government Association, National Housing Federation, plus IPA and BEIS. It has met regularly since July 2017.

Note 2:

Membership of the Steering Group is drawn from: ACAI/CICAIR, ARB, Build UK, CIC, CIOB, CPA, Engineering Council, FSF, IFE, LABC, LGA, NFCC, NHF, RICS plus the independent chairs of WG8 and WG11 and additional independent members.

Note 3:

WG1 Engineers – led by the Engineering Council, working on a contextualised standard for chartered and incorporated engineers [Proposal on p.135, *Building a Safer Future*];

WG2 Installers – led jointly by Build UK and the Fire Sector Federation, working on a comprehensive framework of competences for those installing fire safety and other safety-critical systems [Proposal on p.135, *Building a Safer Future*];

WG3 Fire Engineers – led by the Institution of Fire Engineers, working on the enhanced competences of fire engineers [Proposal on p.77, *Building a Safer Future*];

WG4 Fire Risk Assessors – led by the Fire Sector Federation, working on the enhanced competences of fire risk assessors [Proposal on p.136, *Building a Safer Future*];

WG5 Fire Safety Enforcing Officers – led by the National Fire Chiefs Council, working on the competency framework for fire safety enforcement [Proposal on p.137, *Building a Safer Future*];

WG6 Building Control/Building Standards – led jointly by LABC/Association of Consultant Approved Inspectors, working on the competences of those regulating building standards (currently known as building control) [Proposal on pp. 79/80, *Building a Safer Future*];

WG7 Architects/ Building Designers – led by the Architects Registration Board working on the enhanced competences of architects and other building designers [Proposal on p.137, *Building a Safer Future*];

WG8 Building Safety Manager –to be chaired independently, working on the required competences for the new role of building safety manager [Recommendation 5.4 on p.80, Building *a Safer Future*];

WG9 Site Supervisors – led by the Chartered Institute of Building, working on enhanced competences for site supervisors [Proposal on p.77, *Building a Safer Future*];

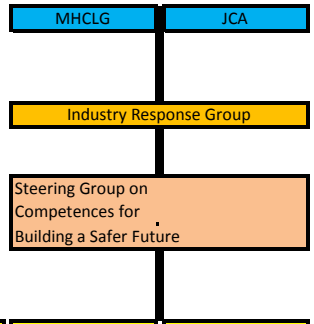
WG10 Project Managers – led by the Royal Institution of Chartered Surveyors, working on enhanced competences for project managers [Proposal on p.77, *Building a Safer Future*];

WG11 Procurement – to be chaired independently, working on defining competences for those commissioning/procuring higher risk residential buildings [additional to recommendations in *Building a Safer Future*]

Appendix D/ Working Group Structure

IRG Steering Group on Competences for Building a Safer Future

Structure Diagram for Steering Group v5



Chair: Rob Leach [MHCLG]
Secretary: Amy Powell [MHCLG]

Chair: Graham Watts [CIC]
Deputy Chair: Peter Caplehorn [CPA]/Peter Yates [LGA]
Secretary: Denise Chevin [CIC]

Working Group Subject	**WG 1 Engineers**	**WG2 Installers**	**WG3 Fire Engineers**	**WG4 Fire Risk Assessors**	**WG5 Fire Safety Enforcement Officers**	**WG6 Building Control/Stds Inspectors**	**WG7 Building Designers/ Architects**	**WG8 Building Safety Managers**	**WG9 Site Supervisors**	**WG10 Project Managers**	**WG11 Procurement**
Lead	**Engineering Council**	**Build UK/ FSF**	**IFE**	**FSF (FRACC)**	**NFCC**	**LABC**	**ARB**	**Independent**	**CIOB**	**RICS**	**Independent**
Chair	**George Adams**	**Nick Jarman**	**Mostyn Bullock**	**Dennis Davis**	**Adreena Parkin-Coates**	**Lorna Stimpson Wayne Timperley**	**Nabila Zulfiqar Richard Parnaby**	**Anthony Taylor**	**Peter Dawber**	**Prof Charles Egbu**	T.B.A
Deputy Chair					**Jenni Seex**	**Martin Conlan**					
Secretary	**Katy Turff**	**Martin Duggan**	**Neil Gibbins**	**Stephen Adams**	**Penny Pender**	**Dan Falchikov**	**ARB Secretariat**	**Sofie Hooper Jon O'Neill**	**Lyndsey Montgomery**	**Steven Thompson**	T.B.A
Start date	**22.06.18**	T.B.A	Linked to WG1	**16.07.18**	T.B.A	**28.06.18**	T.B.A	**13.07.18** *[workshop]*	**05.07.18**	**27.07.18**	T.B.A

IRG STEERING GROUP ON
COMPETENCES FOR BUILDING A SAFER FUTURE

WORKING GROUP TERMS OF REFERENCE

Specific Terms of Reference

Working Group 1 – Engineers

To develop a contextualised standard for chartered and incorporated engineers working on Higher-risk Residential Buildings.

[Building a Safer Future, Annex E, p135]

Working Group 2 – Installers

To agree a comprehensive and coherent framework for assuring competence levels for those installing and maintaining fire safety and other safety-critical systems for Higher-risk Residential Buildings, and any enhanced levels of competence that may be necessary.

[Building a Safer Future, Annex E, p135]

Working Group 3 – Fire Engineers

To agree specific competence levels for chartered and incorporated fire engineers working on Higher-risk Residential Buildings.

[Building a Safer Future, pp77/78]

Working Group 4 – Fire Risk Assessors

To develop and introduce an enhanced level of competence for fire risk assessors undertaking work on Higher-risk Residential Buildings.

[Building a Safer Future, Annex E, p135/136]

Working Group 5 – Fire Safety Enforcement Officers

To ensure that fire and rescue services comply with the Competency Framework for Business Safety Regulators;

The Competency Framework for Business Safety Regulators should be developed through a national standard for England that could be adopted throughout the United Kingdom;

To ensure that Fire and Rescue Services have sufficient capability through suitably qualified Fire Safety Officers to effectively implement Integrated Risk Management Plans, Risk Based Inspection Programmes and discharge their statutory fire safety duties in relation to:

(i) Inspection and audit;
(ii) Statutory consultations ;
(iii) Undertaking enforcement action, as appropriate; and
(iv) Carrying out any additional activities which may be introduced as part of this review.

To ensure that fire and rescue services can introduce third party accreditation of the competence of Inspecting Officers with a recognised accreditation or professional body.

[Building a Safer Future, Annex E, p136/137]

Working Group 6 – Building Control/Approved Inspectors/Building Standards

To develop a new common approach and competence framework, which meets the requirements of the new regulatory framework and the new skills required of Building Standards Inspectors when working on Higher-risk Residential Buildings, and those offering consultancy and verification services to dutyholders;

This framework should apply to all Building Standards Inspectors whether they are LABS Inspectors and part of the JCA or Approved Inspectors offering their services to Building Standards or to dutyholders;

To consider whether these competence requirements for Building Standards Inspectors working on Higher-risk Residential Buildings, and Approved Inspectors, should also be extended to cover those working on other multi-occupational residential buildings and institutional residential buildings.

[Building a Safer Future, pp79/80]

Working Group 7 – Building Designers, including architects

To consider current and future competence levels of those architects on the Register of Architects, and those joining the Register, in relation to the fire safety design issues specifically relating to those architects involved in designing Higher-risk Residential Buildings;

To ensure that exactly comparable standards apply to all others engaged in designing Higher-risk Residential Buildings.

[Building a Safer Future, Annex E, p137]

Working Group 8 – Building Safety Managers

To develop and define a robust comprehensive system for:

the competence requirements for the role of building safety managers of Higher-risk Residential Buildings; and

the remit of this role in introducing and overseeing the process by which residents in Higher-risk Residential Buildings would be able to access fire safety awareness training.

[Building a Safer Future, pp80]

Working Group 9 – Site Supervisors

To agree specific competence levels for site supervisors working on Higher-risk Residential Buildings.

[Building a Safer Future, pp77/78]

Working Group 10 – Project Managers

To agree specific competence levels for project managers working on Higher-risk Residential Buildings.

[Building a Safer Future, pp77/78]

Generic Terms of Reference

These terms of reference will apply to all working groups:

- To agree a process for agreeing and monitoring competence frameworks;
- To agree a process for agreeing and monitoring accreditation and reaccreditation;
- To agree the period within which competence should be reassessed;
- To agree the method for demonstrating or proving competence;
- To agree whether the competence requirements for those working on HRRBs should also be extended to cover other multi-occupancy residential buildings and to institutional residential buildings;
- To agree a programme of fire and system safety-related CPD;
- To consider relevant examples of learning from other sectors, or from international exemplars;
- To report to the Steering Group after each meeting and to submit reports for the Steering Group's reports to MHCLG/JCA before 15 June (if appropriate); 15 September; 12 December; and 15 March 2019; and
- To refrain from any public comment on this work unless specifically agreed by the Steering Group or the IRG

IRG STEERING GROUP ON
COMPETENCES FOR BUILDING A SAFER FUTURE

Competences for Building a Safer Future Steering Group

Memorandum of Understanding

We, the organisations indicated below, agree to collaborate and jointly work as partners together with members of the Industry Response Group[1] to collectively advance, subject to the terms of understanding detailed below, the development and delivery of actions that seek to implement the recommendations and proposals made in the:

Independent Review of Building Regulations and Fire Safety: Final Report[2]
which relate to **Competence** and are described within **Chapter 5 and Appendix E**.

Organisations:

Signature **Chairman** **XX Month 2018** **Place**

Competence for Building a Safer Future Steering Group (CSG)

Terms of Understanding

[1] Industry Response Group established July 2017 by Ministry of Housing Community and Local Government, Build UK, construction Industry Council and Construction Products Association
[2] Cm9607 May 2018

Purpose

CSG seeks to progress an agreed scope of work[3], which is outlined in Recommendation 5.2 of the Final Report, through joint effort and actions that aim to achieve the implementation of an overarching body able to provide oversight of competence arrangements and support delivery of competent individuals to help build a safer future.

Organisation

The organisation foundation is based upon a collective steering group led by a Chairman appointed by the Industry Response Group. The steering group will be comprised from those leading working groups.

The working groups intend to be representative of Engineers, Installers, Fire Engineers, Fire Risk Assessors, Fire Safety Enforcement Officers, Building Control- Standards Inspectors, Building Designers-Architects, Building Safety Managers, Site Supervisors, and Project Managers. Each working group will agree with CSG the appointment of a leader and secretary. Working group membership will be drawn from the wider construction and fire sectors to assist in broadening knowledge and increasing inclusiveness.

Decisions

CSG decisions will be made collectively unless expressly delegated and CSG members may appoint alternative representatives.

No decision made by CSG will interfere, restrict, in any way control or place any liabilities other than those directly mentioned in this memorandum on any participating organisation.

Communication

Internal communications within member organisations are the responsibility of the individual member. Transparency and inclusiveness are to be promoted responsibly within the member organisations to encourage quality and ultimately adoption.

External communications are the responsibility after consultation within the CSG of the Chairman.

Membership Principles

Open and transparent discussions, work, effort and action based upon goodwill and acknowledged conflicts of interest to support clarity, problem solving and achievement of the CSG purpose from member organisations.

Attribution

The Chairman with agreement of the CSG will be assigned the role of spokesman for the CSG

Confidentiality

Discussions at CSG meetings are considered confidential to all members and any invited non-members actually present. Information gathered for the purpose of the CSG may not be used commercially or for gain without consent.

Finance

[3] The Scope of Work described and subject to review and amendment during CSG meetings

The Construction Industry Council will facilitate meetings at its Store Street London office. All other costs for attendance, travel and meetings at other locations will be the responsibility of members.

Intellectual Property

Ownership of intellectual property resides with the members unless they agree otherwise

Duration

The CSG anticipates its actions being concluded before June 2019

Secretariat

The CSG will be supported by the Construction Industry Council Secretariat. Responsibility for dissemination and coordination activities outside CSG authorised actions rests with members.

Meetings

Regular meetings will held as directed and agreed with the Chairman with administration of venues minutes and discussion papers facilitated and coordinated by the Secretariat.

Amendment

CSG may amend this memorandum at any time to reflect change in its operating environment