

**INCLUSIVE ENVIRONMENTS RECOGNITION  
CERTIFICATION**  
Organisational & Project Level



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# Introduction

In 2018 the Construction Industry Council (CIC) produced its second CIC Essential Principles Guide for Creating an Accessible and Inclusive Environment for clients, developers and contractors. This Essential Principles Guide aims to support, lead and motivate clients, developers and contractors to achieve high standards of access and inclusion in all their projects.

The Guide sets out 6 driving principles that can be applied from project inception and strategic definition, through preparation and brief, procurement and tender processes to appraisal of final outcomes. The aim is that those who own and pay for development take responsibility for achieving an inclusive development process. If leaders in the construction industry champion inclusion from the outset, those employed to design, construct and manage projects are more likely to achieve high quality accessible and inclusive developments.

## Six Essential Principles for Creating an Inclusive Environment

1	<b>Champion</b> and commit to achieving an accessible and inclusive environment in your <b>Strategic Vision</b>
2	In your <b>Project Brief</b> set out what tools, mechanisms and processes you will use to implement an <b>Inclusive Development Process</b>
3	Structure your <b>Budget</b> from the outset for implementing your Inclusive <b>Design Strategy</b>
4	Make addressing inclusive design principles a requirement of your <b>Procurement Process</b> and in your development agreements
5	<b>Use Access and Inclusive Design Expertise</b> throughout the process and engage and consult effectively with diverse users
6	<b>Monitor and Appraise</b> the outcomes of your approach and use lessons learnt to enhance future projects

To read a full copy of the Essential Principles Guide for Creating Accessible and Inclusive Environments for clients, developers and contractors please click [here](#).

# Inclusive Environment Recognition Certification

## Organisational Level

CIC's 'Inclusive Environments Recognition Certification has a two-stage approach. The first of these recognises those organisations that are following the Essentials Principles Guide and honours them with a certificate valid for a five-year period.

In order to be considered at an organisational level evidence must be provided that shows that the organisation supports the 6 essential principles:

1. Appointment of an Inclusive Environmental Champion at Board / Trustee Level
2. A copy of your Inclusive Design Strategy
3. An example of Inclusive Design requirements included in a Project Brief and Project Budget
4. An example of how your procurement process has addressed inclusive design
5. Evidence of the use of Access and Inclusive Design expertise and of consultation with diverse users
6. Evidence of monitoring and appraisal of completed projects to assess outcomes and successes in creating accessible and inclusive environments

Those organisations which are recognised receive a framed certificate.

## Project Level

The second stage acknowledges individual buildings or projects undertaken by organisations who have already received recognition at an organisational level from CIC.

In order to be considered organisations must submit the following evidence to show that the project has followed the 6 essential principles.

1. Appointment of an Inclusive Environmental Champion at Project Level
2. Evidence that your Inclusive Design Strategy has been incorporated within the project brief and project budget
3. An example of how the project procurement process has addressed inclusive design
4. Evidence of the use of Access and Inclusive Design expertise and of consultation with diverse users
5. Evidence of monitoring and appraisal of completed projects to assess outcomes and successes in creating accessible and inclusive environments
6. List of any constraints that have prevented implementation of your Inclusive Design Strategy for example physical constraints of an existing building

Projects which successfully fulfil the above criteria will receive a plaque for permanent display inside that building.

# Application

Submission is made electronically to CIC with the organisation providing written and pictorial evidence chronologically addressing the criteria listed on the previous page.

The applications will be assessed by a Review Group (detailed below).

Applications should be sent to Liz Drummond [LDrummond@cic.org.uk](mailto:LDrummond@cic.org.uk)

## Application Fees

Once the submission is received by CIC an invoice will be issued for the application fees and once this is paid CIC will commence with the application approval which they will complete within a period of three months.

Organisational Level - £5k + VAT

Project Level - £5k + VAT per Project

## Review Group

The Review Group comprises of, as a minimum, the CIC's Chief Executive, Chair and Inclusive Environments Champion. The group reviews the submission information individually before coming together to assess the submission against the application criteria.

As part of the review group coming together, staff from the submission may be invited to session to answers questions if necessary. This session usually takes place virtually. Where extra evidence is needed to progress a submission CIC will endeavour to request this prior to the Review Group meeting as to not delay the accreditation process.

For Project Level Applications at minimum of two members of the Review Group will visit the project in person at a mutual arrange time/date.



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