cabe
chartered association of building engineers

CBICAS

Stage 1 Application for Class 2, 3 and 4

Application Form – CABE Building Inspector Competence Assessment Scheme (CBICAS)

cbuilde.com

v10 January 2024

E. Career Development Plan

A career development plan explains how you intend to maintain and develop your professional skills over the coming years. If you wish to expand, please feel free to include separate sheets of paper. The bullet points below will be able to guide you:

- long-term goals
- immediate objectives
- what do I need to learn and how will I achieve this?
- which resources and support are needed?
- how will success be measured and what is the target date for completion?

Please ensure you use the below box for your answer and only submit supplementary information in additional documents.

[redacted] - Career Development Plan 2024

What suitable behaviours do I have ?

- A good, in depth knowledge of the Building Regulations and associated legislation, in respect of both the procedural and the functional requirements, achieved through my application of first tier guidance (ie the legislation itself, including the requirements of Schedule 1 to the Building Regulations), and second tier guidance such as the Approved Documents and listed alternative approaches such as the Firecode Documents, British Standards and the Building Bulletins. In respect of the design and construction phases I believe this knowledge helps me apply the Regulations in a way that focuses on the actual requirements given within Schedule 1, and the underlying reasoning behind them, enabling me to apply the guidance in a practical and sensible and reasonable manner.

- I believe I am a good communicator, and I'm able to pitch my written or verbal communication at a level appropriate to that of the client or contractor, or indeed any members of the design or construction team. I feel it's extremely important to be able to sensibly explain the reasoning behind the requirements and/or guidance, and impart this to others. This generally makes it easier to bring about a positive compliance outcome and helps to avoid a reccurrence of non-compliant issues on future projects.

- In relation to my work I am thorough and detailed, and always with a focus on achieving compliance that is appropriate to the specific project under consideration. Correspondence is written so as to be clear and concise, but not overly officious or unnecessarily technical, albeit there are obviously occasions where this is of the utmost importance. I undertake site inspections allowing as much time as judged necessary in the circumstances, taking into account the complexity of the works and the competency of the construction team.

- I always try to maintain a smart, clean and professional appearance, appropriate to the occasion. My own belief is that first impressions are important, and my experience is that those that take pride in their appearance more often than not have a similar work ethic.

What topics/skills do I wish to achieve or improve on in the short term/near future ?

- With the workloads we face within the Building Control industry, I wish to further improve my organisational skills, to enable me to better manage my projects and client expectations. Resource is a constant consideration, and my aim is to work smarter not harder, to maximise my productivity (both inside and outside of work) within a timeframe that allows for a healthy work/life balance. My intention is to book a suitable course of training through [redacted] prior to July 2024.

- I also intend to focus on improving my physical and mental health, which I hope will benefit my work output through increased focus and motivation, and reduced levels of stress/tension and fatigue. I propose to achieve this by committing to a regular exercise regime with my lovely fiance, to start imminently, with a view to seeing tangible benefits during 2024

- Timely registration with the Building Safety Regulator at a level appropriate to my current role and responsibilities within [redacted] is essential. For this purpose my chosen route is through the CABE scheme, and requires successful completion of the staged application process prior to direct registration with the Building Safety Regulator, which this submission forms part of..

- An in-depth knowledge of the new Regulatory regime will be essential to be able to advise clients of the changes to the Regulations, and the new duties and responsibilities that these entail for designers and contractors and those procuring controlled building works. This includes knowledge and understanding of the competency requirements and standards, in addition to the Code of Conduct for Registered Building Inspectors and the Building Inspector Competence Framework, all to demonstrate that I have the appropriate skills, knowledge, experience and behaviours appropriate for the projects I am (or will be) working on. This will be achieved by ongoing reading of literature, regulations and guidance, and attendance of presentations/webinars etc which will be recorded within my CPD records for 2024.

What topics /skills do I wish to achieve or improve on in the longer term ?

- My aim is to attain a greater understanding of the advancements and trends in mechanical and electrical installations within buildings generally. Building technology is constantly being improved and updated, driven by the desire to improve controllability, energy efficiency and sustainability. MEP installations play a significant part in this, and I would like to further my understanding of 'Smart 'technology, especially its use and practicalities for given situations, 'Green' building practices such as Leadership in Energy & Environmental Design (LEED), and Building Information Modelling (BIM), all with the aim of increasing my level of knowledge and confidence to help me make better informed decisions regarding Building Regulations compliance. This will be achieved through attending courses/webinars/seminars and other forms of recorded CPD.

- In relation to my skill set, I would also like to increase my understanding and use of motivational and leadership skills, with the aim of benefitting interactions with clients, project design and construction teams, and with colleagues and supported staff within [redacted] I see morale as being of huge importance as we adapt to the new Building Control regime. The impact of this, both in terms of staffing levels (under resource already being a significant factor throughout the construction sector) and the desired culture shift within the industry, cannot be underestimated. This will be achieved through attendance of suitable training courses, either externally or in-house through [redacted] during 2024.

- Lastly, in relation to the new Regulatory Regime, and specifically in relation to Higher Risk Buildings, there will be a need for a thorough and detailed understanding of our role as Building Control Professionals within the multi-disciplinary team (MDT), and of the Gateways 2 and 3 approvals process.It's accepted that to some degree my knowledge will naturally be enhanced as I gain first hand experience of this process through 2024.

F. Personal Statement on training, qualifications, and experience

It is important that the assessment panel understand your background, the type of work you have undertaken, the type of work you are undertaking currently, and how this relates to the Class and scope of registration for which you are seeking certification. Please provide a summary of your work as a Building Inspector and Building Engineer including, for each employment, the name and location of the employer, the period of employment, your job title(s) and a brief description of your role (including the scope of work / projects), responsibilities and key achievements in each position. This personal statement should align with supporting evidence covering your academic and formal training history, qualifications, career, and employment history. Please highlight and describe all positions important to your personal development, referrring to supporting documentation as necessary.

Please ensure you use the below box for your answer and only submit supplementary information in additional documents.

I started work as a trainee building control surveyor with [redacted] back in September 1984, straight from my first year of six form college, and then progressed to Assistant Building Control Officer in July 1987, to district Building Control Officer in 1990, and then again to Principal Building Control Officer in 1997. [redacted] is a small [redacted] borough encompassing the towns of [redacted], but does have a good mix of residential and commercial buildings, including substantial business parks, a private airport [redacted], and town centre shopping malls/centres in both towns. Over my time at [redacted] I was involved with work on all of these, inclusive of new-build, and with specific projects of note being a fire station, new build town centre shopping mall, and major airport works inclusive of new aircraft control tower, hanger buildings, and terminal and flight safety training buildings.

My main functions during this time consisted of the vetting of plans, and inspection of site works for compliance, with latterly the following particular responsibilities in my more senior roles:
- Liaison with other sections within the Authority, and with other statutory authorities (Fire Service, Utilities etc)
- Deputising for the Chief Building Control Officer
- Control of scaffolding licencing and dangerous structures within the Borough
- Civic Liaison Officer for Emergency Planning Strategy
- Annual Appraisals of section staff
- Training co-ordination (mentor for Trainee Building Control Officer)
- Formulation of Technical Policy/Procedures for the Building Control Section

In relation to my membership of professional bodies, I became a student member of The Institute of Building Control in May 1988, progressing to Associate membership in January 1992, Incorporated Membership in January 1996, and then full Membership in February 1998 following satisfactory completion of my 2 year diary, dissertation and test of professional competence. I was elected a Professional Member of the Royal Institution of Chartered Surveyors in January 2001

In April 2004 I decided to leave Local Authority Building Control, and joined [redacted] who were a small licenced Corporate Approved Inspector. This enabled me to use my experience and interpersonal skills on a range of building types and projects, including within the educational and healthcare sectors, but predominantly within the business and commercial sectors, with some residential. Projects of note included a new state primary school in [redacted], a new European headquarters for DAF trucks, together with numerous healthcare developments. I had the pleasure of working at [redacted] until 2019 when along with other colleagues I joined [redacted], working as a Senior Building Control Project Manager from the [redacted] regional office. [redacted] were part of the [redacted] of companies at that time, and were subsequently rebranded as [redacted] in 2021.

In February 2023 I took the opportunity to join the [redacted] Regional Office of [redacted], in a Team Leader/Principal Building Control Project Manager role, working on a variety of larger scale projects as the lead surveyor, and being able to support colleagues with my knowledge and practical experience from almost 40 years within the profession. My broader duties include managing a small team of surveyors, and supporting my regional director in managing the available resources, primarily to fulfil our role as an Approved Inspector (shortly to be a Building Control Approver), and also to meet [redacted] company aims and objectives. My general duties include attending design team meetings, and advising on projects throughout the various relevant stages of the RIBA Plan of Work. This includes the formulation and maintenance of Building Control Tracker documents to guide our clients through the compliance process, and address the main compliance issues at the earliest possible stages, giving comfort to the client and project team that the design is viable.

Currently I am working on a variety of projects, inclusive of Higher Risk Buildings that encompass façade remedial works and new build residential developments, a high rise hotel (change of use) scheme, a new six storey mental health building (residential setting), and new 12 storey non-residential mixed use building, and various edicational, commercial and industrial schemes.

G. CPD Records

It is important that the assessment panel review relevant training over recent years. Please provide a summary of at least two years, and up to three years of relevant professional development and training and confirm this is provided below. A CPD template is available to download at **www.cbuilde.com/CBICAS_Docs**

H. Technical Report – Synopsis of Scope

Provide a 150-200-word synopsis of the case studies and information that you intend to use as the basis for your Technical Report (refer to the Complete Guide for Class 2, 3 and 4 certifications for further details of the requirements of the Technical Report that must be submitted alongside competence statements as part of the Stage 2 application).

This synopsis of scope should explain how the case study projects you intend to use as part of your Technical Report evidence the scope of certification / registration for which you are applying.

Please ensure you use the below box for your answer and only submit supplementary information in additional documents.

For the purposes of my Stage 2 Technical Report I will be using the following case studies and information:

1) [redacted]

Proposed façade fire safety remediation works to existing 16 storey [redacted] and 10 storey [redacted] residential apartment buildings

These are proposed works to two existing blocks of residential accommodation, with the intention of removing the existing combustible façade systems and replacement with compliant cladding systems achieving a Class A1 or A2-s1,d0 rating. This case study will highlight the difficulties with the initial design development given the amount of non-compliance issues that became apparent, and the apparent desire of the landlord (who was the original builder) to minimise the amount of remedial works to be undertaken.

2) [redacted]

Recladding and remedial works to existing 10 storey mixed use (residential over commercial) building

These are ongoing replacement façade works to an existing high rise residential building (with commercial use at ground floor level). This case study will evidence the associated inspection process and the issues subsequently raised, even with the amount of third party checks/inspections undertaken and use of accredited sub-contractors.

3) [redacted]

Hotel expansion into adjoining seven storey building to form wellness, beauty and additional bedroom accommodation.

These are proposed works to convert an adjoining bank building for hotel use with limited practical links to the existing hotel. Points of particular focus are the proposed single (fire-fighting) stair condition and the application of Regulation 7 (2) for this proposed material change of use. This case study will evidence how compliance is being demonstrated within the fire strategy and with the use of third party reviewed CFD analysis

4) [redacted]

Refurbishment, remodeling and upper floors extension of existing multi-storey office building to form Cat A ten storey mixed use commercial building

These are ongoing works which involve the removal of the roof structure and the addition of two further floors, with subsequent justification of the increased loads through the existing structure. Suitable investigation, and associated justification of the fire resistance achieved by the these structural elements was required to evidence compliance with the fire resistance standards required within the fire safety strategy document). Of particular focus is the proposed use of a suitable commercial misting system as the automatic water suppression system (AWSS), and the evidencing of equivalency with a compliant sprinkler installation. This case study will demonstrate how compliance has, and is being, appropriately assessed.

Section 2 – Class and Scope of Registration

All candidates must specify the:

- Class of registration for which they wish to be certified; and
- Scope of registration (i.e., the types of work they plan to undertake) for certification purposes.

The evidence provided elsewhere in this application should align with the class and scope of certification applied for and help to evidence your suitability and competence.

Class of Registration

Applicants should select one class of registration against which to be assessed. Applicants must also achieve the required level of CABE membership relevant to any specific class of registration as set out in the table below:

Registration Class	BSR RQF Level	CABE Grade(s) eligible for this class of registration	Competence Area								
			Law	Technology	Building Services	Functions & Activities	Plans Assessment	Inspections & Enforcements	Management & Core Skills	Safety Management	Ethics
Class 1: Trainee Building Inspector	N/A	Tech CABE, ACABE	2	2	2	2	2	2	2	2	4
Class 2: Building Inspector	4 - 6	MCABE, MCABE CBuildE, FCABE	3	3	3	3	3	3	3	3	4
Class 3: Specialist Building Inspector	6	MCABE CBuildE, FCABE	4	4	4	4	4	4	3	3	4
Class 4: Building Inspector (Technical Manager) *Managing Class 2 Building Inspectors ONLY*	4-6	MCABE CBuildE, FCABE	3	3	3	3	3	3	4	4	4
Class 4: Building Inspector (Technical Manager) *Managing Class 2 and Class 3 Building Inspectors*	6	MCABE CBuildE, FCABE	4	4	4	4	4	4	4	4	4

Table 1 | BSR Classes of registration, min indicative RQF level, minimum CABE Grades of membership and competence levels against topic areas as set out in the BSR Building Inspector Competence Framework.

1. Class 1 assessments are for CABE membership and career development purposes only – there is no requirement to undergo an assessment in order to register with the Building Safety Regulator at Class 1. Refer to separate guidance for further detail on applying for membership / assessment at Class 1.
2. Applicants seeking certification as a Class 4 Technical Manager will be considered to also have demonstrated competence at Class 2 or Class 3 relevant to the type of work they undertake.

Further information on what is required to meet these requirements is set out in the CABE BICOF.
Please confirm which class of registration you are applying for:

☐ **Class 2** Registered Building Inspector

☑ **Class 3** Specialist Building Inspector

☐ **Class 4** Building Inspector *(Technical Manager – Class 2 Teams)*

☐ **Class 4** Building Inspector *(Technical Manager – Class 2 and Class 3 Teams)*

☐ **Registration for Wales – I would like my registration to be applicable for Wales once it becomes available.**

Notes on completing the Class and Scope Matrix in the Stage 1 application form:

i) Dwellings include houses and flats

ii) Dwelling houses are houses only and do not include flats etc

iii) 'Single occupancy' indicates a building that is not a House of Multiple Occupancy (HMO)

iv) Height refers to storey height as defined in Approved Document B (Fire Safety)

Scope of Registration

All candidates must specify the type of building work they wish to be assessed against and certified as being competent to undertake. Indicate below which class and scope of building work you wish to be certified to undertake. Please read the guidace (below the matrix) before completing this section of the application.

Class	Category	Floor height retrictions	Purpose Group	Plans Assessment (1)	Inspection (2)
CLASS 2	A	Floor height* less than 7.5m	Dwelling houses (single occupancy)	A1 ☑	A2 ☑
	B	Floor height* less than 11m	All Dwellings (including flats)	B1 ☑	B2 ☑
	C	Floor height* 11m or higher, but less than 18m		C1 ☑	C2 ☑
CLASS 2	D	Floor height* less than 7.5m	All building types other than dwellings	D1 ☑	D2 ☑
	E	Floor height* 7.5m or higher, but less than 11m		E1 ☑	E2 ☑
	F	Floor height* 11m or higher, but less than 18m		F1 ☑	F2 ☑
CLASS 3	G	Any height of building - no upper height limits	All Buildings Other than HRB	G1 ☑	G2 ☑
	H	No upper height limits	HRB	H1 ☑	H2 ☑
CLASS 4 Technical Manager	By ticking the box to the right you are indicating that you are competent to act as a technical manager for the scope of work you have identified in Class 2 or 3 above.			TM ☐	

Table 2: | Certification and Registration matrix establishing scope of work
Class and scope of registration matrix. * Floor heights as defined in Approved Document B

Guidance on use of Class and Scope Matrix

The Class and Scope matrix sets out the type of building work for which CBICAS applicants will be certified, and against which they will need to register with the BSR. It is split into three sections:

1. **Class** – this is the class of registration you will be assessed against and certified for in line with the classes of registration as described in the BSR BICoF. In summary:

Class 2 Registered Building Inspectors inspect standard forms of residential and / or non-residential building work up to 18m

Class 3 Specialist Building inspectors inspect Higher Risk Buildings (HRB) and / or both standard and non-standard building work of any height in buildings that are not HRB i.e., including all types of work indicated in Class 2 below 18m.

Class 4 Technical Managers oversee and manage technical teams which can include one or both of Class 2 and Class 3 inspectors.

Note: The BSR will publish guidance on the meaning of standard and non-standard building work in due course.

2. **Purpose Group** – this sets out broad descriptions of different types of building work, split between residential and non-residential at Class 2; and Higher Risk Buildings (HRB) and all buildings other than HRBs at Class 3 (including any non-standard building work of any height).

3. **Height limits** – indicates limitations or otherwise on height of building work in each purpose group.

Applicants for certification should complete the Class and Scope matrix above (please read the notes on completing the scope matrix in full before following these instructions):

1. Decide on the appropriate Class of registration you wish to apply for, Class 2, 3 or 4. You should select:
    - one only of either Class 2 or Class 3 (for people who are not technical managers); or
    - for technical managers select either Class 2 or 3 and tick the Class 4 Technical Manager box.
2. For those selecting Class 2, indicate all purpose and height groups you wish to be certified against, and indicate whether each purpose group and height includes plan checking or inspection activities, or both types of activity.
3. For those selecting Class 3, indicate whether this is for Higher Risk Buildings (HRB) or for all other building types at any height (including non-standard building work), or for both purpose groups of building work; and indicate whether each purpose group selected includes plan checking or inspection activities, or both types of activity.

Please note:

Once certified, you will need to work under supervision for any scope of work as a Building Inspector not covered by your registration. You may need to apply for reassessment against a wider scope of work at a later date which may include further competence assessment process.

Your Stage 1 application and Stage 2 portfolio of evidence (including competence statements and technical reports) should provide a wide range of evidence capable of supporting the scope of registration for which you are applying.

Section 3 – Engineering Council Registration

By demonstrating competence against the criteria set out in the CABE Building Inspector Competence Framework (CABE BICoF) at the relevant grade, a CABE member – if successful in the process – can achieve Building Inspector registration and Engineering Council registration at the level of Incorporated Engineer (IEng) simultaneously.

If you wish to be added as IEng to the Engineering Council register following a successful Building Inspector assessment and registration, this **must** be specified at the time of application, and will result in extra entry and ongoing annual costs if you take up the option of registration. Please note, the acceptance of IEng registration is not mandatory, but is strongly encouraged and recommended.

Please specify your preference below:

☐ **Building Inspector registration ONLY (non-EngC registrant)**

☐ **Building Inspector registration ONLY (exisiting EngC registrant)**

☑ **Building Inspector & Engineering Council registration (IEng)**

Section 5: Checklist & Submission

Below is a checklist of all documentation required for submission of your application. Please complete this list prior to submission and ensure you keep copies of all documents you submit.

☑	**Application form completed.**
☑	**Academic qualification evidence** (certificates, transcripts etc) **attached and verified by a person as true copies of the originals. The person must be either a member of CABE, registered with the Engineering Council or, alternatively, a HR or senior manager at your place of work.** *(If applicable)*
☑	**Organisational chart clearly identifying your position and role.**
☑	**CABE Continuing Professional Development (CPD) Guidance has been read and CPD records submitted.** *CPD Guidance can be found on the CABE website.*
☑	**Your most up-to-date CV.**
☑	**Copy of Photo ID** *i.e. an in-date Driving Licence or Passport.*

Once this form and the checklist above are complete, please save the form and e-mail it to CBICAS.Stage1@cbuilde.com along with all documentation required.

Please inform a member of the **Peer Review Team** if you require any reasonable adjustments to be made to accommodate your application.

Contact details:

T: +44 (0)1604 404121
E: CBICASenquiries@cbuilde.com

We're here to help

If you have any queries about **CABE BICAS Stage 1 – Application Form**, please contact us: **CBICASenquiries@cbuilde.com.**

Lutyens House, Billing Brook Road,
Northampton, NN3 8NW,
United Kingdom
t: +44 (0) 1604 404 121
e: info@cbuilde.com
cbuilde.com

cabe
chartered association of building engineers

cabe
chartered association of building engineers

CBICAS | Stage 2 Application Form

for existing **C.Build E | FCABE**

Class 3 – Specialist Building Inspector

cbuilde.com

v3 October 2023

Description of **current job role:**

I currently work for [redacted] in the post of Principal Building Control Project Manager/Team Leader, having taken up this role in February 2023.

My present purpose/role is to help and support the [redacted] office Regional Director to deliver Registered Building Control Approver services in line with [redacted] aims and objectives, and in accordance with current applicable legislation covering this function. I'm tasked with achieving this by efficiently and effectively managing the office resources (both people and systems) in tandem with my colleagues who hold similar roles within our team.

My workload is becoming more centralized within London, but covers most building types and involvement from early in the design stage through to completion/Final Certificate issue (RIBA Stages 2-5), and includes high value and complex projects, and those that can now be defined as Higher Risk Buildings.

Specific duties include a responsibility to support, supervise and guide an allocated team, which currently consists of two surveyors and one site inspector, but these responsibilities are also shared across the office with the other Team Leaders, allowing me to assist and mentor our apprentices and support surveyors in other teams when needed. I also deputise for the Regional Director and/or other Team Leaders as the need arises, to cover service delivery or technical related matters.

Personal Statement

This should be brief overview of **who you are, what attracted you to the industry, career highlights** and **future goals**:

About Me...

[redacted]

Industry attraction...
My fathers friend talking about his son being an architect piqued an interest in construction. That lead to my joining Local Authority Building Control in1984, and I now have nearly 40 years experience within the profession, in both Local Authority and Approved Inspector roles, witnessing great change along the way. The job can be challenging at times, but can also offer a real sense of pride and satisfaction when knowing the value of your contributions to a completed project. It also provides a healthy blend of office and site work, with technical and practical aspects requiring both attention to detail, and a practical mindset.

Career highlights....
For me this includes finding the Building Control profession, which tranformed me from a demotivated A level student, into working Building Control trainee who then excelled at my ONC/HNC studies. Having found my calling I gained promotion over time, which brought me to where I am today..
Specific projects of note include:

[redacted] Airport - the erection of aircraft hanger buildings, an aircraft control tower, and terminal and flight safety buildings
[redacted] Shopping Centre - the erection of a new retail shopping centre with associated malls
[redacted] Fire Station - the erection of a new fire station for [redacted] Fire & Rescue Service
[redacted] Aerospace Centre - the erection of Europes largest design and build office development (at that time)
[redacted] - the erection of Eurpean Headquarters Building for DAF Trucks
[redacted] - a new large state primary school in [redacted] a detached 6 storey mental health building in [redacted] a RUSS self-build project to erect of 2 four storey linked residential buildings to create 36 dwellings in [redacted] and a new mixed use multi-storey residential development providing 190 dwellings over 4 blocks in [redacted] (inclusive of HRB elements)

Future Goals.....
Work wise - in the short term to to educate and assist clients in their understanding of the new regulatory regime, and it's duties and responsibilities.
Home wise - I defintely need to work on creating a more sustainable work/.life balance, for the sake of my own health and those around me..

Demonstration of competence

To assist in completing the following, please refer to the relevant section in the **CABE BICoF** for **Class 3 Specialist Building Inspector Registration.** Your statement may be supplemented by photographs, plans, reports, notes and any other information that may assist in demonstrating competence.

Please complete this section by giving examples of how you have demonstrated the following competences.

A) Use a combination of general and specialist building engineering knowledge and understanding to optimise the application of existing and emerging technology and systems relevant to your work.

A1 - incl A1a & A1b: **Maintain and extend a sound theoretical understanding of construction technologies and techniques relevant to your building control practice in non-standard and higher risk buildings.**

Indicative evidence may include:

- Structural Engineering, design philosophies, and design appraisal for high rise, high risk and non-standard buildings
- Development, application, and use of compliance strategies to meet the requirements of the building regulations e.g. fire, thermal, accessibility, ventilation, noise, drainage etc.
- Competent person schemes and their role in achieving compliance with the Building Regulations

Further examples can be found in the relevant section of the CABE BICoF.

200 – 300 words

I continue to work on projects that wholly or partly contain elements that could be considered to be 'non-standard'. This includes insitu concrete buildings (Wimpey No-Fines), timber framed buildings, buildings with prefabricated (modular) elements, steel framed systems, buildings containing Cross Laminated Timber elements, and buildings with thatched roofs.

Some of the above can be termed Modern Methods of Construction (MMC), that focus on standardising components and processes, like prefabrication or pre-assembly (or even 3D printing). Regardless of terminology it's important to appreciate these constructions may fall outside the more typical guidance within the Approved Documents, and may require specialist advice and consideration, appropriate third party review, and/or RBI peer review

A recent project proposed use of CLT, Glulam and Steel frame construction within a localised area of an existing mixed use commercial building. To evidence compliance with Requirement B3, reference to the STA guidance was appropriate, with the Class 2(B) disproportionate collapse rating requiring Qualitative Design Review by a suitably qualified FE practice. From a fire safety perspective the proposed mix of these constructions requires detailed assessment of all structural connections/interfaces/slip joints to evidence that appropriate levels of fire resistance will be maintained. From experience this may include the need to fire protect unexposed CLT faces or associated steel supports which may become exposed during a fire. Bolt and screw lengths can be critical (heat transfer depths), with rigorous and appropriate QA procedures essential during construction.

My checking philosophy would remain the same in relation to works to HRB's, with the need for the designers to clearly evidence how compliance with the functional requirements of the Building Regulations is achieved. From a fire safety perspective this may involve fire engineering analysis and specific testing of proposed details, always with appropriate third party review*

A2: Develop sound evidence-based approach to applying the law and undertaking the inspection and assessment of technological solutions, including unusual or challenging problems with complex technical issues or situations with significant levels of risk, such as non-standard or higher risk buildings. Contribute to continuous improvement.

Indicative evidence may include:

- Developing new designs, processes or systems based on new or evolving technology
- Carrying out complex and/or non-standard technical analysis
- Developing solutions in safety-critical applications

Further examples can be found in the relevant section of the CABE BICoF.

200 – 300 words

A recently experienced example involved a basement smoke ventilation installation within a BS 9999:2017 designed multi-storey office building.

Practicalities required use of a powered smoke and heat ventilation system, with all floors compartment floors, and ductwork breaching compartmentation being fire rated to an equivalent standard (EIS 120 minutes), which was duly confirmed by the designer.

Subsequent design submissions indicated the intention to insulate the smoke extract ductwork but not the supply air ductwork, with the DSE referencing ADB Vol. 2.
I advised BS 9999 as the applicable design standard for any technical submissions, with check and summary pertaining to BS EN 12101 (Smoke Ventilation equipment) required. A review of BS 12101-7, and BS EN 1366 Parts 1 & 8, concluded all multi-compartment smoke control ducts require suitable insulation criteria. Specialist ductwork contractor site surveys then revealed restricted headroom necessitating a further meeting with salient points below:

- Smoke ventilation arrangements consisted of separate systems, one being smoke extract and one being makeup (supply) air.
- Smoke extract ductwork should be classified as smoke control ductwork, compliant to EN 1366-8, EN 13501-4, and EN 12101-7, and appropriately CE marked
- Ductwork for makeup air should be classified as fire resisting ventilation ductwork, compliant to EN 13501-3 and prEN 15871.
- Smoke control (extract) ductwork will require suitable insulation criteria for 2 hours (to EN 1366-8).
- Supply Air ductwork will carry only make-up air from atmosphere, will not be exposed to hot smoke, and will therefore not be required to achieve the insulation criteria.

[redacted] Fire Engineering (contractors third party reviewer), attended the meeting and were in agreement with the above.

The above process provided clarity to an issue prone to inconsistency within the industry, and was good CPD for those involved. It demonstrates that we can provide direction as the RBCA, but clearly affirms the responsibility of the design team to make a reasoned and evidenced case for compliance*

B) Apply appropriate theoretical and practical methods to support compliance in manufacture, assessment, design, development, construction, commissioning, operation, maintain, de-commissioning and recycling using building control and building engineering process, systems, products and services relevant to your work as a Building Inspector.

B1- incl B1a & B1b: **Take an active role in the identification and definition of project requirements, problems, and opportunities, including identifying relevant regulatory frameworks and requirements for non-standard or higher risk buildings.**

Indicative evidence may include:

- Pre-submission activities
- Planning consultations including gateway reviews and the interaction with planning on fire safety matters
- How to apply the law to secure compliance when undertaking building control activities, including plans assessment and inspections

Further examples can be found in the relevant section of the CABE BICoF.

200 – 300 words

I review project enquiries for RBCA service fee quotations, and check we've sufficient information for this, including:
- Accurately described works ?
- Are they controllable - do they involve an HRB ?
- Have we sufficient resource (time/staffing levels of appropriate competency) ?
- Will elements require third party review (Structure/Fire Safety/Accessibility) ?
- Is dutyholder regime/responsibilities awareness apparent (Part 2A of the Act) ?

Upon fee proposal acceptance, additional information is required for our IN issue. An in-house proforma aids this process, ensuring correctness of submission. Information required can include:
- Class of the RBI required to administer the project
- Is internal peer review appropriate ?
- Any Local Act implications ?
- Is Site Location Plan required (erection/extension of a building) ?
- Is new drainage work involved (sewer connection/STP)?
- Are new dwellings involved (Optional Part M & Water efficiency requirements/ Broadband) ?
- Has planning been granted ?
- Are statutory consultations applicable (Fire Authority/Water Authority)
- Will the RRO apply to the building ?

In relation to RBI designated class status, I understand the requirements and procedures relating to Restricted Activities, and restricted functions as per The Building (Restricted Activities and Functions) Regulations 2023, for which we've internal procedural guidance. I understand the HSE Extension Period criteria for the Competency Assessments, and requirements for supervision (for plans assessment and site inspections), and the relevance of 'Gathering Information'

For service delivery I must (as an RBI) adhere to the HSE Code of Conduct, with my employer (RBCA) adhering to the HSE Operational Standards Rules (OSRs)
I understand HRB building works are controlled by the BSR, in accordance with the Building (Higher-Risk Buildings Procedures) (England) Regulations 2023, unless the works meet the transitional requirements or can be considered 'seperate sections'. I understand the Building Regulations are made from the Building Act, the latter being significantly amended by the Building Safety Act, introducing prescriptive requirements on persons who procure, design, plan, manage, and carry out building work, and new powers of enforcement for BCA's*

B2: Identify appropriate investigations and research to undertake assessment, and analysis as required to effectively complete building control tasks in relation to non-standard or higher risk buildings.

Indicative evidence may include:

- The plans assessment process applied following the receipt and validation of building regulation applications
- Recording of plans assessment and creation of audit trail with appropriate action and details of the strategies used to achieve compliance
- Identifying and carrying out physical tests and trials, then analysing and evaluating the results

Further examples can be found in the relevant section of the CABE BICoF.

200 – 300 words

I understand the HSE's Strategic Context for the New Regulatory Framework clarifies the roles/responsibilities of dutyholders and BCB's, giving expectations for competence, performance, and principles of good regulation using a risk based, pragmatic approach. It clarifies and reinforces where responsibility for compliance lies, and for proactively demonstration of compliance to BCB's

I undertake plans assessments methodically, first overviewing to understand the nature of works and compliance approach. I check our extent of control under Regulation 3, and scheme complexity to ensure it's within my competency scope. I assess the submission against the Regulations and relevant Schedule 1 Requirements, noting compliance issues and need for further or amended information. Instances where third party review is judged appropriate are identified, and actioned.

Relevant statutory consultations are identified and undertaken, in the correct form, with responses forwarded to the client for action. All comments are collated within a Building Regulations Compliance Report, separately itemised under Schedule 1 headings, with columns for commentary and indication of status. For the benefit of clarity I prefer to report on areas of non-compliance and/or missing information, with any advisory notes clearly identified.

I update and re-issue the report following receipt and assessment of revised information. If works commence with outstanding compliance report items, these are communicated to the contractor to ensure time/scheme critical compliance matters are prioritised, and abortive works avoided. At completion, prior to Final Certificate issue, I undertake a file review including compliance report check, to ensure all items have been suitably resolved.

Where the BCB is an LA, and full plans are submitted, the Regulations require a decision within 5 weeks of submission, or 8 weeks by agreement. These timescales don't apply to RBCA's, but Plans Certificates can be issued where requested or deemed appropriate*

B3: Implement building control tasks and evaluate the effectiveness of compliance of building engineering solutions in non-standard or higher risk buildings.

Indicative evidence may include:

- Inspection procedures including booking, preparation, sampling, testing, and evidence collection
- Injunctions, reports and their interactions with plans assessment and inspections
- Ensuring that the design or work results in appropriate practical outcomes, including meeting standards of performance and safety

Further examples can be found in the relevant section of the CABE BICoF.

200 – 300 words

When a project starts (note 'start' and 'commencement' in SI 906), I agree an Inspection Plan/Regime with the Principal Contractor, noting the duration, nature and complexity of the works. I'm aware of the requirements of the HSE Operational Standards Rules covering Building Control Functions such as inspections and record keeping.

I undertake inspections as works progress, taking notes and photographs for collation into a database template based report for client/contractor issue. These clearly highlight non-compliant/contravening works so these may be readily actioned. I assess materials use and installations for correctness, referring to design and manufacturers information/certification, and our plans compliance report for associated items.

For inspections of HRB's I'm aware of the procedures in SI 909 ie.. Inspections, 'Change Control' provisions, and the Golden Thread. I'm aware of the importance of RBI's having the appropriate competency levels for restricted activities (site inspections being one), and of the supervision guidance issued by CABE and Government, and [redacted] internally.

An appropriate inspection process and good communication help me in successfully undertaking the compliance functions required of me under the AI Regulations (SI 2215) and the RBCA Regulations (SI 110). Where this is not possible, a formal process needs to be followed under Regulations 17 and 18 of SI 2215, and Regulations 19 and 20 of SI 110, allowing control to revert to the LA for enforcement under Sections 35 and 36 of the Building Act (the reversion process).

I'm aware LA's and the BSR have additional powers under the BSA and BA to issue Compliance or Stop Notices for compliance breaches during the construction phase occurring after 1st October 2023. From this date both also have broader powers to require reasonable tests to establish whether works comply with the Building Regulations under Section 33 of the Building Act 1984 (Building Regulations 45 and 46 being revoked)*

B4: Lead in managing information and knowledge, comply with data protection legislation. Contribute to the recording, updating, development, collection, organisation, and sharing of information about design, construction, operation, maintenance, and refurbishment of buildings or built environment assets throughout the building lifecycle to maintain safety and performance and preserve the Golden Thread of information in relation to non-standard or higher risk buildings.

Indicative evidence may include:

- Demonstrating comprehensive proficiency in using digital systems, including building management systems, digital records and building information modelling and digital engineering standards and systems

Further examples can be found in the relevant section of the CABE BICoF.

200 – 300 words

Many medium to larger sized construction projects use project management software to co-ordinate aspects of the scheme, from pre-construction through to the completed structure, Management of information flow is a primary focus for us as RBI's, and I am familiar with various PMS systems (Aconex, Collabor8, Procore etc). From experience information overload and easy identification of files can be problematic, so I work with designers to ensure submissions are focused to my plans compliance comments, ideally with a specific folders itemising Parts A to S (soon to be T).

The use of Building Information Modelling (BIM) is more prevalent, with 3D model information being shared between disciplines. I find this useful for visual representation of specific areas when attending DTM's (an example being discussions relating to the routing of evacuation lift secondary power supplies following a late client addition to a residential development).

The appropriate storage of information is key to evidencing compliance, whether for the Golden Thread (HRB's), Fire Safety (Regulation 38), Part L compliance, or our record keeping as required by the OSR's, with a need for this to be kept digitally and securely.

I communicate, arrange meetings and message with clients and colleagues via email (Outlook), Teams, and phone calls, and use a bespoke company database to manage/store projects, access technical publications, undertake training/CPD and other functions. I attendance remote meetings, with screen sharing between disciplines to relay and discuss information. I'm also a strong believer in the benefits of face to face client and colleague meetings too (relationship building, clearer communication and more).

I'm aware of the requirements of the Data Protection Act (GDPR) and the responsibilities when using personal data, with specific company procedures in place*

C) Demonstrate technical and commercial leadership.

C1: Plan the work and resources needed to enable effective implementation of significant building control tasks or projects in non-standard or higher risk buildings.

N/A - As a CABE Member you have already demonstrated and achieved this competency within the CABE Competency Frameworks.

C2: Organise, direct and control, programme or schedule, budget and resource elements of significant building control teams, tasks or projects to meet required performance and safety standards relating to non-standard or higher risk buildings.

Indicative evidence may include:

- How management and core skills influence design, installation, inspection, commissioning, and certification and route to Building Regulations compliance
- How to apply management and core skills required to carry out building control in support of compliant buildings of all types including non-standard buildings and / or HRBs (from concept to completion and certification)
- Monitoring progress and associated costs and cost forecasts, taking appropriate actions when required

Further examples can be found in the relevant section of the CABE BICoF.

200 – 300 words

I'm responsible for a small team of colleagues consisting of two project managers and a site inspector, and form part of the senior level staff within the office. I also help support my team and wider office in the management of the day to day workload.

I'm mindful of the potential impact of work pressures on the mental health of my colleagues, inside or outside my team, and regardless of status, try to play my part in helping share experiences and retain a positive mindset in a very challenging time within the profession. The industry has experience huge legislative change, and will take time to adjust.

I believe communication is key, and my strong communication skills allow me to build relationships and exhibit leadership during design or project meetings, using this to drive and encouraging compliance and best practice. I relay comments in a way that best suites the individuals concerned, with sufficient context given to enable others to understand the aims of particular Regulations or requirements. Skilful communication helps manage client expectation and prevents complaints and disputes from escalating.

My experience within the Building Control profession has enabled me to achieve a good balance of technical knowledge and pragmatism. It is easy to become embroiled in the finite technical detail. when stepping back to view the bigger picture and the level of risk and reasonableness involved may allow a different compliance judgement to be made. I believe being able to impart this particular quality to my colleagues contributes to sound decision making and service improvement.

Effective time management is a critical skill in balancing the challenges of our role, and I have completed specific training in this regard and gained insight into useful techniques to prioritise, hone tasks and break up work, to become more effective during my working day*

C3: Lead teams or technical specialists and assist others to meet changing technical and managerial needs when working on non-standard or higher risk buildings.

Indicative evidence may include:

- Management and core skills required by organisations and individuals, in differing roles, to meet the Code of Conduct for Registered Building Inspectors and effectively carry out building control tasks.
- Management of work priorities, time, competence maintenance and development (among other things) and their effective management by building control professionals
- Leading and supporting team and individual development

Further examples can be found in the relevant section of the CABE BICoF.

200 – 300 words

As a facet of my Team Leader/Principal role I assist with the lead on technical matters, and peer reviews of colleagues work where required. I seek input from other in-house specialists, mainly relating to structural or fire safety related matters, and manage these relationships accordingly.

I have been actively involved in discussions with colleagues, Regional Managers and the Technical Director on matters of a technical nature, partly to seek clarity and partly to enhance the consistency of decision making (which would benefit service levels). I have also discussed the need to ensure alignment of the companies business plan with the requirements of individual RBIs as set out in the RBI Code of Conduct, and the requirements of the company as an RBCA as set out in the Operational Standards Rules.

My understanding from existing client feedback and generally chat within industry is that the scale of the recent regulatory changes is still largely unappreciated and misunderstood, especially within the small to medium sector. Wherever possible I actively try to impart direction and understanding regarding the changes, especially the roles and responsibilities of dutyholders, and the competencies expected of them. To this end I have undertaken client presentations which have been well received. I have also provided client advice on the information and process associated with Gateways 2 and 3 for HRB works, the undertaking of which reinforces my knowledge and understanding along the way*

C4: Bring about continuous quality improvement and promote best practice in undertaking building control activities and functions on non-standard or higher risk buildings.

Indicative evidence may include:

- Promoting quality throughout the organization, as well as its customer and supplier networks
- Developing and maintaining operations to meet quality standards e.g. ISO 9000, EQFM, balanced scorecard
- Monitoring, maintaining and improving delivery of your building engineering services.

Further examples can be found in the relevant section of the CABE BICoF.

200 – 300 words

I strive to carry out all of my functions to the highest standard, but would specifically single out site inspections, as I believe compliance of the built form is the most important output of the whole Building Control process. High quality inspections help maintain the quality of construction, and identifying defects or deviations from the approved designs at an early stage allows for prompt rectification, and prevents issues from becoming more serious.

At the completion of a project, as part of our internal quality assurance procedures prior to Final Certificate issue, I review the file to ensure that all milestones have been completed. This includes ensuring that all relevant statutory consultations have been undertaken, and that the associated plans compliance correspondence and site inspection records are suitably filed.

Our in-house peer review process also serves to maintain and improve quality standards, both as regards the end product, and in ensuring that procedures are followed.

I find myself in a constant process of reflection on how I have performed on projects, thinking about the correctness of my decisions, and whether my actions achieved the best possible compliance outcomes. I use colleagues as soundboards to help in this process, with the aim of improving the quality of my work by repetition of the good, and learning from the not so good... which is an ethos that I try to impart on colleagues and clients alike*

D) Demonstrate effective communication and interpersonal skills.

N/A - As a CABE Member you have already demonstrated and achieved this competency within the CABE Competency Frameworks.

E) Demonstrate a personal commitment to professional standards, recognising obligations to society, the building control profession, and the environment.

E1: Possess a comprehensive knowledge of and ensure compliance with the Building Inspector and CABE Codes of Professional Conduct and any other relevant code of conduct to which you are subject, and maintain professional standards.

Indicative evidence may include:

- Complying with the requirements of the Code of Professional Conduct in your day-to-day work
- Dealing with issues or complaints in a professional manner
- Mitigating risks of potential fraud, tax evasion or financial irregularities.

Further examples can be found in the relevant section of the CABE BICoF.

200 – 300 words

This process is a direct result of the amendments to the Building Act 1984 to facilitate the transition of Building Control into a Regulated Profession, with individuals carrying out the Building Control function now known as RBI's, and required to work within their appropriate competence classification. This is part of an ethos in which we take individual responsibility and accountability for decisions we make, the actions we undertake, and how we act in carrying out our functions. This has always been at the forefront of how I approach my work.

I have and do read and endeavor to maintain a comprehensive knowledge of the HSE Code of Conduct for RBI's, the CABE Code of Professional Conduct, and the RICS Rules of Conduct standards, and of the rules, mandatory requirements and Professional Standards listed within them. The same is true of the HSE Operational Standards Rules, and the HSE Professional Conduct Rules for RBCA's.

I have an awareness and understanding of the company policies and processes covering whistleblowing, data protection, anti-slavery, conflicts of interest, complaints, staff conduct, financial propriety, learning and development, health and safety, wellness and equailty and others...

Evidence of how I incorporate the above into my everyday work would include:

- undertaking training to ensure familiarity with the technology I use in the delivery of my work

- completing on-line e-learning modules, attending seminars and referencing of product literature, reports, Regulations. technical standards and supporting guidance, to maintain an appropriate standard of continuous professional development

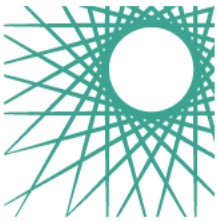
- ensuring that I act within the scope of my registration by reviewing new projects and verifying the class and category of work

- seeking the guidance/reassurance of colleagues/others when appropriate (in recognition of my own limitations)

- planning managing and prioritizing my workload and helping others to do likewise

- maintaining a smart, presentable and professional appearance at all times*

E2: Manage and apply safe systems of work.



Indicative evidence may include:

- Terminology relating to the maintenance of life, fire and structural safety and appropriate associated behaviours applicable in construction of the built environment
- Personal safety, the safety of others and safe systems of work
- Identification, raising concerns, effectively reporting to appropriate parties, and recording safety management incidents identified during assessment and inspection

Further examples can be found in the relevant section of the CABE BICoF.

200 – 300 words

The measures to safeguard the health and safety of those undertaking building works are generally readily apparent on larger sites, but decreasingly so on medium to small sites.
When undertaking site inspections I carry with me all reasonably appropriate personal protective equipment (PPE), or will ensure that this is available on site prior to my visit (noting there may be site specific PPE requirements that the contractor would be expected to provide under CDM Regulations). I also carry with me an appropriate form of company identification, and a valid CSCS Professionally Qualified Person Card to evidence that I have appropriate knowledge of the health and safety standards required on a construction site.

I am aware of my own personal responsibilities under the Health and Safety at Work Act 1974, in addition to those my employer has to its employees. Along with all operatives on building sites I have a responsibility to note and report what I consider to be dangerous or hazardous situations or ways of working, and would generally discharge this by relaying my concerns to the site manager/person in charge, and including comment on my site visit record.
Additionally I risk assess sites and situations upon arrival, and would not proceed/continue if I felt my own safety to be unreasonably compromised.

My employer has company health and safety policies in place, which I can access via the [redacted] Sharepoint Portal. They also provide required health and safety training via e-learning modules, covering both site related (working at height, safe lifting, asbestos awareness, lone working, driving standards), and workplace related issues (ergonomics,environment)
They also have an appropriate policy in place for the mandatory reporting of accidents at work (RIDDOR)*

E3: Possess comprehensive knowledge of the principles of sustainable development and apply them in your building control work, considering social, environmental, and economic factors.

N/A - As a CABE Member you have already demonstrated and achieved this competency within the CABE Competency Frameworks.

E4: Carry out and record Continuing Professional Development (CPD) as necessary to maintain and enhance competence in your own area of building control practice.

Indicative evidence may include:

- Undertaking reviews of your own development needs, including for management and leadership activities
- Carrying out planned and unplanned CPD activities
- Assisting others with their own CPD

Further examples can be found in the relevant section of the CABE BICoF.

200 – 300 words

Through my work I am constantly checking Regulations, standards, guidance, trade and manufacturers technical literature, and certification pertaining to construction, all of which can be considered to be unplanned Continuous Professional Development (CPD).
I also attend conferences/seminars, in-house presentations, regional office meetings and formal training sessions, which can be considered as planned CPD.

The Code of Conduct for RBI's, and my membership of CABE and RICS all require me to evidence suitable CPD, and this is recorded via the membership portals of both organisations, and help seperately by my employer to evidence their OSR responsibilites in this regard.

RBCA's must also make appropriate CPD available to employees delivering their building control functions, and an example of this was my recognition of the need for, and the subsequent provision of, appropriate time management training to help me cope with the busy workload demands of the office.

In my current role as a Team Leader I provide support, coaching and guidance as necessary, inclusive of understanding and helping colleagues with their training and development needs relative to their current competency levels and their aspirations.

Whilst I believe my people skills are relatively strong, my own aspiration is to undertake more formalised management and organisational training to improve my skill set in these areas*

E5: Demonstrate a comprehensive knowledge of the ethical issues that may arise in your role and carry out your responsibilities in an ethical manner.

Indicative evidence may include:

- Reviewing terminology relating to ethics and ethical behaviour, societal expectations and how performance is measured by professional bodies and others as applied within society - areas to be considered include the role of ethics and ethical behaviour relative to the Code of Conduct for Registered Building Inspectors
- Maintain your professional competence
- Demonstrating how you consider the ethical principles as set out in the CABE Guide to Ethical professionalism in your building engineering work

Further examples can be found in the relevant section of the CABE BICoF.

200 – 300 words

[redacted] I think that the publics general perception of professionalism with the building industry is that at times, it can appear to be very unprofessional...

The change to a regulated profession for Building Control professionals, and the formulation/amendment of legislation, and the creation of dutyholders and competency requirements for them, once widely known and fully appreciated will undoubtably help change perceptions, albeit my belief is that it will take a long time for the industry as a whole to build up the skill sets needed to comfortably meet the legislative requirements, especially so in the small to medium size sectors.

As a Registered Building Inspector I am extremely aware of the risk to my reputation and license if I fail to meet the standards of professional conduct and practice expected me ie. the core principles of acting with honesty and integrity, of maintaining appropriate competencies, of delivering services with appropriate skill and care, of treating people fairly (without bias) and in compliance with my legal obligations, and of the need to uphold the publics trust and confidence in my provision of the service, and in the profession itself. The same core principles are included in the Professional Conduct Rules for RBCA's. I do my utmost to incorporate these standards into all aspects of my work.

I'm also aware of the ethical principles of honesty, integrity, competence, service, respect and responsibility upon which the RICS Rules of Conduct are based, and of the CABE Guide to Ethical Professionalism, which includes acting in ways which promote sustainability. As RBI's we are only able to enforce the minimum standards required by the Building Regulations, but we can guide, influence, educate and promote best practice wherever possible, and that is what I try to do*

We're here to help

If you have any queries about this application, please contact us at **CBICASenquiries@cbuilde.com**

Lutyens House, Billing Brook Road,
Northampton, NN3 8NW,
United Kingdom
t: +44 (0) 1604 404 121
e: info@cbuilde.com
cbuilde.com

cabe
chartered association of building engineers

1. Title

[redacted] – CBICAS Stage 2 Technical Report

2. Contents list

3. Declaration

I declare that I, [redacted], have personal knowledge of the facts and conclusions set out within this technical report, except where I have stated otherwise, and have in no degree committed plagiarism.

4. Introduction

Regulations (Government, n.d.) coming into force on 6th April 2024 will require restricted functions and activities to be carried out by suitably registered building inspectors, with the aim of raising industry standards and increasing public trust in the regulatory system.

I have chosen the CABE Building Inspector Assessment Scheme (CBICAS) as my route to achieve the required registration, this being an independent

competence assessment scheme formally approved by the Building Safety Regulator (BSR).

This technical report forms part of my Stage 2 submission for Class 3 registration.

5. Aims and Objectives

The aim of this report and the case studies within, is to assist in evidencing that I have achieved a suitably high standard of building control and building engineering experience and technical knowledge, appropriate to that of a Class 3 Specialist Building Inspector.

The report will demonstrate an appropriate knowledge and understanding of relevant technical and legislative requirements applicable to these schemes, and evidence that I have the appropriate skills, knowledge, experience, and behaviours required of a Class 3 Registered Building Inspector.

6. Background

This report encompasses 3 case studies as outlined below.

Case study 1

Project 1 considers a multi-storey residential (flats) development with buildings of 10 and 16 storeys. The original developer engaged our client to design and undertake works to replace combustible façade cladding with a suitably compliant alternative. Our appointment encompassed the serving of the Initial Notice, compliance advice, advice in relation to the changes brought about by the Building Safety Act and associated regulatory changes, and ultimately (and regrettably) the cancellation of our Initial Notice.

Project 2 considers an existing 10 storey existing residential development, with similar works proposed to a mix of cladding systems. My involvement has related solely to the site inspection function, and highlights the specific issues arising from this.

Both schemes were considered to constitute a material alteration (under Building Regulation 3(c), in addition to works required by Regulation 23 (requirements relating to thermal elements),as covered under Building Regulation 3 (h) (Government, https://www.legislation.gov.uk/uksi/2010/2214/contents/made, n.d.).

Case study 2

This scheme considers the conversion of a 7 storey banking building into part of the adjacent hotel building. The building footprint is small, with practical limitations on floorplate linkage, hence the retention of a single stair arrangement serving all floors in a building significantly exceeding 11m in height. Reference floor plans are included within the Appendix. The scheme is considered to constitute a material change of use (COU) under Building Regulation 5(c), involve material alterations (under Building Regulation 3(2), works required in relation to thermal elements (under Building Regulation 23), and the provision of controlled services and fittings (under Regulation 23) (Government, https://www.legislation.gov.uk/uksi/2010/2214/contents/made, n.d.) **Case study 3** This scheme considers the stripping of an existing office building to its structural frame, and removal of existing roof structure and associated floor slab, prior to upper floor additions. The internal cores are being extended and modified to include a new fire-fighting shaft serving all levels, with flexible office/restaurant space at ground floor level, and further flexible space/sanitary accommodation and plant at basement levels. The scheme is considered to constitute an extension of the building, and a material alteration of the building under Building Regulation 3 (a) and (c), together with elements of control under (g) via Regulation 22 (with some basement areas now becoming part of the conditioned space), and (h) via Regulation 23 (the facades being stripped to the structural frame and renewed).	B1/B4

7. Main Body of Report

i. Case Study 1

Appointment and Initial Notice Issue (Project 1)

Following appointment, as permitted by Section 47 of the Building Act (Government, https://www.legislation.gov.uk/ukpga/1984/55/section/47, n.d.) and in accordance with The Building (Approved Inspectors etc.) Regulations 2010 (Gov.uk, 2010), Initial Notices were submitted electronically to the Local Authority. These included appropriate project information and the relevant declarations. I made changes to the description of works (with client agreement) to ensure accurate reflection the works to be undertaken. The notices were submitted prior to the coming into force of the new BC Regulatory Regime on the 1st October 2023, with the intention of progressing works sufficiently to meet the transitional requirements and allow control to continue under the old Regulatory Regime. Our Initial Notices were formally accepted by the LA, and the client suitably informed.	A1/A2/B1/ B2/C2/C3

Initial Scheme Appraisal (Project 1)

Site investigations showed significant variances within the existing SFS façade infill wall construction, with multiple types of unidentified CP board present. The existence of voids behind the CP boards and across the face of concrete columns and compartment floor edges also became apparent.

This led to discussion regarding the limits of our control in relation to existing retained elements, whereby I clarified the requirements of Building Regulation 4 (Government H. , The Building Regulations 2010 as amended - Building Regulation 4) as follows:

- New elements of the work must be suitably compliant.
- Our control also extends to existing retained elements, but only in so far as they are not made non-compliant as a result of the new works, or, if already non-compliant, are made no worse in this respect.

The contractor acknowledged their duty of care to advise their client of **all** non-compliance issues, to assist both the EWS1 and Regulatory Reform (Fire Safety) Order 2005 (Government H. , The Regulatory Reform (Fire Safety) Order 2005, 2005) processes.

I clarified that all areas of existing CP board and supporting SFS, required assessment for their suitability as substrate for a replacement cladding system, with the below items typically requiring consideration:

- Part A: Structural compliance for the new façade system, specifically in relation to fixings back to the frame/infill wall structures.
- Part B: Fire safety compliance in relation to Building Regulation 7 (2) (Gov) (for new external wall elements ie. Class A1 or A2-s1,d0), appropriate fire stopping and cavity barrier provisions, cavity membranes being suitably rated (Class B-s3, d0 or better) and the maintaining of adequate space separation or protection of escape/fire fighting stairs. — A1/A2/B1/ B2/B4
- Part C: Resistance to moisture (ie. suitable BBA or equivalent fitness for purpose certification for the chosen cladding system, appropriate detailing of abutments/openings/penetrations, and suitable interstitial condensation assessments for the new wall buildups.
- Part L: The conservation of fuel and power ie. appropriate U values for new wall buildups, within practical limitations of the existing façade. Existing windows/wall interfaces/junctures are typical limiting features, and generally reasonable to matching (and exceeding where practicable) existing U values. — A1/A2/B1/ B2

Plans Compliance Reporting (Project 1)

I emailed initial compliance advice and requested the Stage 4 submission be inclusive of full specification (including appropriate technical approvals and calculations/certification), detailed plans of the proposed wall buildups and cladding system, the EWS1 report (inclusive of comment on the proposed cladding arrangements), and façade elevational drawings clearly showing the locations and types of horizontal and vertical cavity barriers. **Technical Approvals (Project 1)** Our client proposed use of a façade system with KIWA BDA Agrement Certification (Products, 2023). The guidance in Approved Document for Regulation 7 requires certification provided to evidence fitness for purpose to be supported by a UK Accreditation Body belonging to the European Co-operation for Accreditation (EA). I contacted Kiwa who confirmed they do not currently have UKAS accreditation for this BDA certification but have signed a memorandum of understanding as part of the process toward achieving accreditation. In the absence of further evidencing I felt unable to confirm that this system, if installed, would be suitably compliant with all relevant requirements of the Building Regulations. **Fire Authority Consultation (Project 1)** We are required to consult the Fire Authority, and discharge our duty under Regulation 12 of The Building (Approved Inspectors etc.) Regulations 2010 (as amended) (Government, https://www.legislation.gov.uk/uksi/2010/2214/regulation/12/made). The Building Control Performance Standards (GOV.UK, 2017) provide Government guidance for BCB's in England and Wales relating to statutory consultations. These should be undertaken as soon as is practically possible, and in a proper and timely manner, such that comments can be suitably addressed and incorporated into the scheme prior to the construction stage. In relation to Fire Authority consultations, specific guidance is provided in the publication 'Building Regulations and Fire Safety Procedural Guidance (LABC, 2020)' produced jointly by LABC, ACAI, and the NFCC. This includes an example proforma for submission with our consultation. For this and other relevant projects our Building Regulations Compliance Report is forwarded to the FA with supporting drawings and documentation. The completed consultation proforma	B1/E1 B1/E1

helps provide appropriate context to the building, the works being undertaken, and our assessment of compliance as the BCB. I agreed with our client that the consultation would be completed following the issue of our initial compliance report. This will be prior to any significant construction and enable us to present what we feel to be a fully considered, and compliant scheme for FA consideration. For context a blank copy of our proforma is provided in the Appendix. **Initial Notice Cancellation (Project 1)** More inconsistencies in the existing SFS wall construction became apparent, and it became clear to our client that substantial invasive works would be needed to verify the as built and provide design surety. Without further checks I agreed it would not possible to confirm either the existing SFS system or the existing CP sheathing board installations as being adequate to support the proposed replacement cladding system. Left unresolved, this situation may also impact the ability of the cladding manufacturer to honor any warranties. Upon relaying these concerns to their client (the building freeholder), an impasse was reached, ultimately resulting in the termination of our client's contract, and by association the termination of our appointment on this project. As we were no longer able to carry out our function, Section 52 (1) of the Building Act 1984 (gov.uk, 1984) required that we cancel our Initial Notice, in the prescribed form to both the Local Authority concerned, and the person intending to carry out the work. This was duly undertaken, and a copy of the Cancellation Notice can be found within the Appendix. **Commencement of works/Site Inspection Process (Project 2)** As part of a mentoring process I agreed to undertake site visits for a less senior colleague on a similar development in Central London. The Building Control Performance Standards (GOV.UK, 2017) provide Government guidance on site inspections for BCB's in England and Wales. This requires BCB's deliver a site inspection plan meeting the needs of the client and the project, the aim being to ensure effective control of the work is maintained, that the works are adequately and regularly inspected, that suitable records are kept, and that any contravening works are identified and communicated clearly and without delay to the client. If the works vary significantly from the plans, then the need for re-consultation with statutory bodies should be considered. I have made ten site visits to date, recorded using [redacted]site inspection report template, with written text and photographs of pertinent areas to give	B3/E1/E2

context, clarity, and clearly identify areas of concern, progress and compliance. Samples of reports are included in the Appendix. The following are examples of items recorded: • I witnessed the design SE sample check and record the suitability of existing MF stud provisions prior to the installation of replacement sheathing board. • I identified some external walling that had not been surveyed or included within the scope of works. This consisted of copper cladding with substantial combustible backing. Problems with access and neighbour consents necessitated a review of the EWS1 Report and revised proposal to retain and encapsulate this area with suitable fire resisting construction. • I confirmed it would not be acceptable to reuse the plywood under capping to the roof parapets following its removal. New provision is classed as 'new work', which must be suitably compliant with the Regulation 7 (2), (Regulation 4 'no worse' rule not be of relevance in this instance). • I noted QA surveys being undertaken by the cladding and cavity barrier manufacturers, and the FE commissioned to undertake the EWS1 survey, report and monitoring function. I requested copies of final summary reports to further evidence compliance of the as-built cladding installations. • I undertook checks to ensure the installing sub-contractors were suitably accredited for their installations. • I noted clashes of scaffold tie locations with the open state façade cavity barriers, and requested reassurance that appropriate QA remedials are completed when scaffolding is struck and affected areas closed up. I checked and reiterated the requirements for the mechanical fixing of the horizontal cavity barriers (a minimum of 3 of 1200mm or more lengths, and 2 for all lengths below this), and the vertical cavity barriers (having a combination of spike fixings and a 10mm compression fit). • During an ongoing cold weather snap I requested checks be made on the requirements of application for the rendered wall system. • The existing inverted flat roof insulation, separating membrane and stone ballast arrangements were being reinstated to Level 9 façade recess. I note the new separating membrane was not suitable as a water flow reducing layer (impermeable), and requested replacement with a membrane of the correct specification. • I noted that additional mineral wool cavity barriers were needed to prevent a continuous void beneath the front façade copings. • I discussed reinstatement of existing electrical fittings within the new copper clad front façade at street level (to the commercial frontages), and confirmed that these aren't specifically exempted from control under	B3/B4/C3/ E1

Regulation 7(2) and Requirement B4 (Government H. , The Building Regulations 2010 (as amended) - Schedule 1 Requirement B4). I advised their potential impact on fire safety be considered within the wider context of Part B, and with regard paid to their number, size, orientation and position. • I advised suitable commissioning certification will be required for the reinstated roof terrace emergency lighting, fire alarm and access control provisions.	B1/B4
Completion/Final Certificate issue (Project 2) I expect the contractor to notify shortly for a Final Inspection of the complete works. Following this, and my site inspection report issue, the file will need to be reviewed to ensure the closure of all items on the Building Regulations Compliance tracker, that all issues raised as part of the site inspection process have been appropriately closed addressed, and that all relevant certification, reports and compliance declarations have been provided. There is no requirement to provide a Regulation 38 Fire Safety Information declaration, but I will recommend that information pertaining to the façade alteration works is appended to the Fire Risk Assessment information for this building. I will review our file in accordance with our internal Technical Memorandum guidance, prior to instructing our Final Certificate, as required by Section 51 (1) of the Building Act 1984 (gov.uk, 1984), and within the timescales required by Regulation 17 of the Approved Inspectors Regulations 2010. [redacted]	A1/A2/B1/ B2/C2/C3