



# AIBS as an Occupational Association

**Table of contents**

1.	AIBS Organisational Structure.....	3
2.	Membership of AIBS.....	10
3.	AIBS Building Regulatory Policy .....	14
4.	AIBS National Accreditation Scheme.....	14
5.	Professional Development of Building Surveyors.....	15
6.	Recognition of Educational Courses & Qualifications.....	17
7.	Australia Building Codes Board (ABCB) Representation.....	18
8.	Professional Advice & Practice Notes .....	20
9.	Relationship of AIBS with Government.....	21
10.	COVID-19.....	22
11.	Communications .....	22
12.	Key Representations .....	22
13.	Australian Standards Committees .....	24
14.	List of Annexures.....	26

## **Key AIBS Functions & Representation as an Occupational Association**

### **1. AIBS Organisational Structure**

AIBS is a Limited by Guarantee Company registered with ASIC. It is a single entity national organisation, not a federation of state bodies.

It is controlled by a Board of Directors elected from the membership in each chapter. The Board consists of seven Directors, one elected from each of the six chapter, plus the Immediate Past President. A Director is elected for a two-year term, with the exception of the Immediate Past President (one-year term only). Elected Directors are eligible for re-election by the membership at the end of each two-year term.

Two Independent Directors may be appointed to the Board.

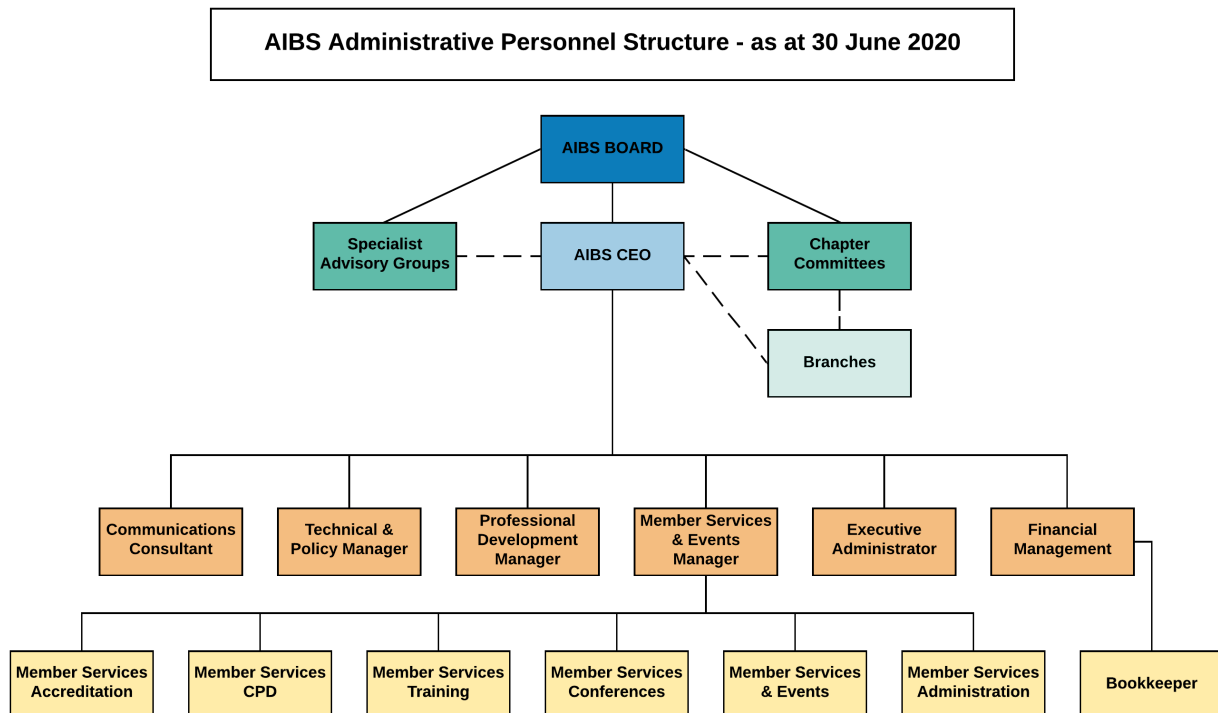
AIBS has six chapters. They are:

- NSW/ACT
- Victoria
- South Australia
- Queensland/Northern Territory
- Western Australia
- Tasmania

Each chapter and their elected Chapter Committee is subject to the direction and control of the Board and to the conditions imposed by the Constitution, By-Laws and Governance Policy.

Employed and contracted staff in the AIBS Office support the work of the National Board and Chief Executive Officer in implementing the [AIBS Strategic Plan](#). The AIBS Office is located in Sydney

The AIBS organisational chart is outlined below:



## • AIBS Recent History

Since 2014 AIBS has undergone considerable change to both its management and governance structures.

Prior to the operational restructure approved by the Board in November 2013, there were Chapter offices in Adelaide, Brisbane, and Sydney where Chapters were administered independently, in addition to the National office in Sydney. The West Australian, Victorian, and Tasmanian Chapters were administered separately from the National office in Sydney. As a result of the operational restructure, all administrative functions of AIBS were centralised in one office in Sydney. The restructure was necessary because separate Chapter administration was no longer financially sustainable for a national membership of less than 2,500 members.

The administrative structure that was implemented focused on the delivery of all AIBS services through core function areas rather than by Chapter.

These were:

- Member Services
- Professional Development
- Advocacy
- Operations

From March 2014 the transition commenced from the previously segregated Chapter functions of membership, training, conferences, CPD, and Chapter administration into relevant core function areas. One of the key issues encountered in the transition was the lack of consistency in the way each Chapter was administered. An example of this was the way in which CPD was administered across different Chapters, but this also applied equally

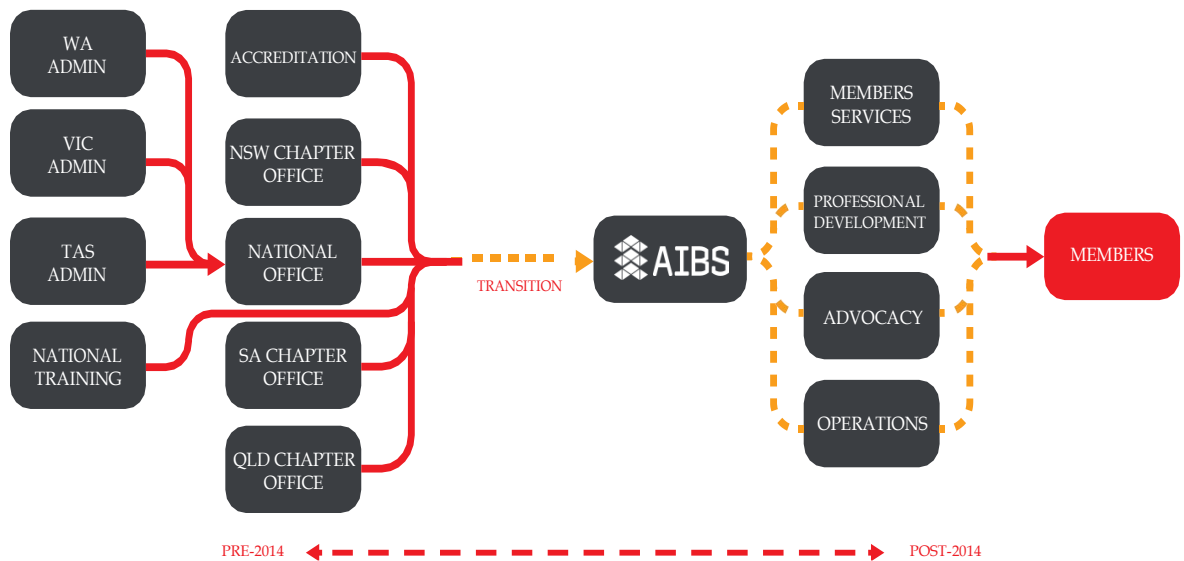
to the administration of membership and the conduct of events (training and conferences), where each Chapter had differing procedures and policies.

To further complicate matters, the national database system was configured for Chapters to be administered separately. All the issues relating to the inconsistencies have now been resolved.

AIBS membership and accreditation is now managed through iMIS Cloud, the AIBS member management system (MMS). All documents are maintained securely with appropriate access provided to appropriate AIBS staff. iMIS is able to generate reports on the membership base and to target specific members for communications based on membership level, member location, and many other facets. AIBS also maintains a spreadsheet record of member changes externally on our secure server.

All member and accreditation documentation has been digitised and paper records securely archived as a back-up measure.

Below is graph outlining the AIBS operational structure pre 2014 transitioning through to post 2014 to the current structure.



Following the operational restructure implemented in 2014, AIBS undertook a governance review in 2016.

While there had been significant change in the administrative structure as previously outlined, there had been little or no change to the governance structure of AIBS. Having now developed a strong administrative structure and a level of financial stability in place, the Board felt it was an opportune time to review the AIBS governance structure.

Many of the laws introduced since the late 1980s in the Corporations Act have the objective of making Directors more accountable for company activities. The responsibilities have become increasingly onerous. AIBS was of the view that Directors of AIBS must have a

modern governance structure that ensures they continue to meet their obligations as required by law in accordance with the Corporations Act.

In undertaking the governance review, the Board developed a discussion paper to outline to members why they believed this was necessary and to outline the proposed structure and seek feedback. This discussion paper from February 2016 is attached as *Annexure A*.

## The AIBS Board

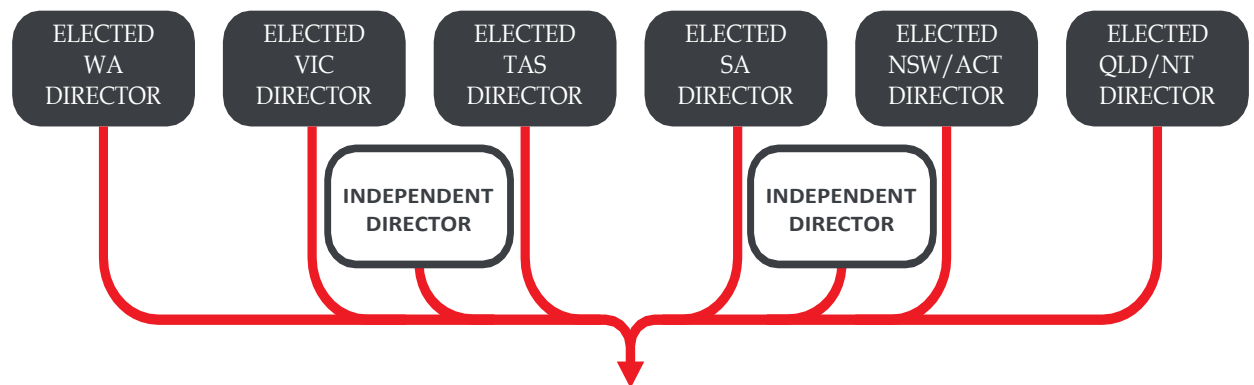
The outcome of this governance review resulted in a new Board structure that included:

- 1 Director elected by members of each Chapter (previously delegated by Chapter Committee) plus;
- Up to 2 independent Directors (not previously included).

One (1) Board member is directly elected by eligible members of each Chapter from a nomination put forth by a member of that Chapter.

The Board Member elected by each Chapter is also the Chapter Committee Chair. And the term of the Board is unchanged at two years with terms from AGM to AGM. The Board operating procedures are outlined in Board Governance Policy.

*AIBS Board Structure*



## Chapter Committees

Given the Board are legally responsible for all decisions made within AIBS, Chapter Committees operate by delegation of the Board and are subject to the direction and control of the Board.

Chapter Committees were streamlined to having a membership of between 4 - 6 elected members on the committee (previously up to 13).

Key responsibilities for Chapter Committees under the revised structure are:

- AIBS representation with regulators and legislators and other key statutory bodies within their respective jurisdictions
- Assist Professional Development Manager in the development of conference programs and advise on professional development training related to their jurisdiction

- Representation to the Board of ideas/issues/concerns of the membership in their respective jurisdiction
- Advise on content of Annual Member Forum in their respective jurisdiction.

Previously the AIBS By-laws contained some five pages as to the conduct of Annual and Chapter General meetings. As AIBS is a single entity there is only a requirement for a single AGM, not 7 with one for each chapter in addition to the national AGM. There is now just one AGM and Chapter General Meetings were replaced with Annual Member Forums. This still provides members with an opportunity to review the operations and direction of AIBS and their Chapter.

### **Branches & Special Advisory Groups**

The final outcomes of the governance review were to also establish branches and specialist advisory groups.

**Branches** - As the Organisation progressed from the previous Chapter-based administration structure into a centralised national administration structure, it was important for the Organisation to have a viable system for members to remain and feel connected, particularly at the 'grass roots' level.

While our Member Services team provided a main point of contact to assist in a range of services and requests, the most effective way for this to be achieved is through a system of structured and managed Regional Branches across all Chapters.

Branches previously existed across most Chapters, but their management and structure was somewhat ad hoc with few controls in place and in a number of cases were not limited to AIBS members or even building surveyors, yet still represented themselves publicly under the AIBS brand.

The By-laws provided for Branches, but there was very little by way of guidance of how Branches should be structured and managed. The Branch Management Policy was established which provides for more structured guidelines that formally recognise the role that Branches play. It also provides more direction and guidance to the Branches regarding how they operate and the expectations of members.

**Specialist Advisory Groups** - Specialist Advisory Groups replaced what were previously national committees that the Board may appoint in accordance with the AIBS Constitution. Membership of each Advisory Group consists of members with particular expertise or interest, as specified by the terms of reference for each group. Appointment to Specialist Advisory Groups is via a documented and approved application and appointment process.

Specialist Advisory Groups provide support, advice and recommendations to the Board to assist them in making more informed decisions. The number of Advisory Groups are at the discretion of the Board and based on the possible workload and are managed by a senior member of the AIBS staff who provide administrative support.

- **Key Personnel**

The AIBS staff structure is outlined in the organisation structure; however, the key roles and a brief summary are provided below:

- *Chief Executive Officer*

The CEO has responsibility for the implementation of the AIBS Strategic Plan as approved by the Board. From this, the CEO develops an annual operational plan and budget for approval and adoption by the Board. The CEO has delegated responsibility for all operational matters and the financial management of the Organisation which includes all chapter events and activities. All financial decisions are made by the CEO in accordance with the approved budget.

- *Member Services & Events Manager*

The Services and Events Manager is responsible for the management and delivery of all AIBS events, national operations and the AIBS office. The member services team as outlined in the organisational structure report directly to the Member Services & Events Manager. In any extended absence of the CEO, the Member Services & Events Manager assumes the role of Acting CEO.

- *Technical & Policy Manager*

The key responsibilities of the Technical & Policy Manager are to:

- Advise the Board and CEO on all technical policy matters and management of the Technical Specialists Advisory Group
- To develop and oversee all AIBS Technical & Policy submissions
- Manage all AIBS external representation on technical and policy committees
- Manage representation to governments in each jurisdiction with Chapter Committees

- *Professional Development Manager*

The Professional Development Manager has responsibility for the development of the professional development program ensuring it provides high quality and relevant professional development to members and building surveyors. This includes development of training sessions nationally and working with Chapter Committees to identify training needs for each jurisdiction along with all content for AIBSTV. The role also includes the development of the program for each AIBS conference (6 per annum) and the NCC Symposium. The Professional Development Manager has responsibility for AIBS education pathways including management of the Education Specialist Advisory Group, accreditation of academic institutions, development of the National Accreditation Framework (NAF) and representing AIBS externally in education matters.

- *Executive Administrator*

The Executive Administrator is responsible for the administrative management of the Board and Chapter Committees and provides administrative support to the CEO. The Executive Administrator co-ordinates government and industry relations along with all correspondence and other stakeholders.

The infographic below summarises the key components of the AIBS Professional Structure.



## **2. Membership of AIBS**

Several different levels of membership are available within AIBS including from when building surveyors start studying Building Surveying right through to their retirement...and beyond.

More detailed information on membership is found in the AIBS Membership Policy and also in the AIBS By-Laws (*Annexure B*)

A revised AIBS Membership Policy approved by the Board effective from 1<sup>st</sup> January 2021 is provided in *Annexure C*.

AIBS currently have 1854 members. 85.4% (1584) are practicing members, 14.6% (270) are non-practicing members.

As per the revised membership policy, AIBS have 2 categories of membership:

1. Practicing members
2. Non-practicing members

The following categories are classified as practicing members:

- Member
- Accredited Member
- Fellow
- Accredited Fellow
- Life Fellow
- Accredited Life Fellow

A Professional Standards Scheme will apply to all practicing members.

Exemptions from the professional Standards Scheme may be sought by those solely employed by Local, Federal, State Governments and Academic Institutions in accordance with the provisions of the Professional Standard Scheme.

An outline of each of these member categories and how a PS Scheme will apply to these members is set out below.

**Note 1: Accredited non-members** - AIBS currently accredits non AIBS members as part of the Accreditation Scheme. This has been a requirement of Governments that recognise the AIBS Accreditation Scheme. An accredited person must meet the terms of accreditation under Part C section 12 of the AIBS Accreditation Scheme. For the avoidance of doubt, all accredited persons are subject to the Code of Professional Conduct. All complaints regarding an alleged breach of the Code of Professional Conduct by an accredited person are to be made, investigated, and determined in accordance with clause 1.12 of the By-Laws.

**Note 2: Change to Accreditation Levels** - From 01 January 2021, AIBS intends to accredit current Level 3 accredited members into Level 2 accreditation which will then achieve national consistency with 2 levels across all jurisdictions.

Those currently accredited as level 3 will become Level 2-R (residential), however they will have a condition placed on their accreditation that will limit the scope of their work to that which is currently defined as the equivalence of the current level 3 accreditation. Currently accredited level 3 members will have the option to continue as Level 2-R (residential) or be provided with

an option and pathway to full Level 2 accreditation. (THE EDUCATION SPECIALIST ADVISORY GROUP to scope this transition)

Future accreditation at Level 2-R (residential) requires the 9 specified skillsets of the Advanced Diploma or equivalence achieved during Higher Education AQF 8 courses. Once accredited at this level, students no longer qualify for student membership and become practicing members.

- **Member**

The scheme will apply to all members of AIBS who are registered as a Level One or Level Two Building Surveyor by any of the 8 State & Territory Governments. A member who has been suspended or had their registration withdrawn by a Government will not be eligible and will revert to an Associate member.

As of 01 January 2021, the revised AIBS Membership Policy makes provision for the transition for all practicing members who are not accredited, to become accredited. This transition process is outlined in the AIBS Membership Policy in Annexure C.

From 1<sup>st</sup> January 2021, any practicing building surveyor joining AIBS will be required to join as an accredited member.

- **Accredited Member**

The scheme will apply to all accredited members unless an exemption is sought under the exemption provisions.

All active (i.e. full members) building surveyors joining AIBS from 1<sup>st</sup> January 2021 will be required to meet the requirements of an accredited member.

As of 1<sup>st</sup> July 2020, accreditation and membership has been combined and is not separated. Membership and accreditation will fall due in the month accreditation is currently due and both will be renewed annually (previously 3-year accreditation).

- **Accredited Fellow**

Same criteria as accredited members.

There is no difference to the requirements of an accredited member and accredited fellow with the exception that an accredited fellow has been recognised for their service to AIBS and the profession.

- **Life Fellow**

All Life Fellows will be reviewed to determine if they are practicing or non-practicing members. If a Life Fellow is practicing, they will be subject to the same transition process as other practicing members to become accredited. If they are non-practicing, they will be categorised as Life Fellow (Retired).

- **Accredited Life Fellow**

An accredited Life Fellow will be treated as active and while there are no costs for membership, they are charged accreditation fees which is reflected in the new fees effective from 1<sup>st</sup> July 2020.

**Practicing Member Transition Timeline to Accredited Member**

<b><i>Date</i></b>	<b><i>Scheduled Transition</i></b>
01 January 2021	<ol style="list-style-type: none"> <li>1. All new practicing members joining AIBS to join as accredited members</li> <li>2. Current Level 3 accreditation ceases and currently accredited level 3 become Level 2-R</li> </ol>
01 July 2021	<ol style="list-style-type: none"> <li>1. 1-year transition begins for members registered in their jurisdiction to accredited member status</li> <li>2. 6-month transition begins for members not registered in a jurisdiction to accredited member status</li> <li>3. 2-year transition begins for exempted members from PSS to transition accredited member status</li> </ol>
31 December 2021	Transition period for non-registered AIBS member to accredited member finishes
30 June 2022	Transition period for a registered member to transition to accredited finishes
30th June 2023	Transition for members exempted from a PSS to an accredited member finishes

**Non-practicing Members**

Non-Practicing members are all other members who do not meet the eligibility requirements of a practicing member who have a professional interest in building surveying.

The following member categories are non-practicing members:

- Member – (Retired)
- Life Fellow – (Retired)
- Fellow (Retired)
- Associate
- International Associate
- International Accredited Member
- Complimentary Member
- Student
- Honorary Fellow

- **Member (Retired)**

To be eligible for this category, a member or fellow must have been a full member or Fellow of AIBS for 5 years previously and have advised the AIBS CEO in writing they are no longer working or practicing as a building surveyor in any capacity.

- **Life Fellow (Retired)**

This category is for Life Fellows who have been recognised for their services and contribution to the AIBS and the profession as approved by the AIBS Board and have advised the AIBS CEO in writing they are no longer practicing as a building surveyor in any capacity.

- **Fellow (Retired)**

This category is for Fellows who have been recognised for their services and contribution to the AIBS and the profession as approved by the AIBS Board and have advised the AIBS CEO in writing they are no longer practicing as a building surveyor in any capacity.

- **Associate Member**

This category is for a person that has a professional interest in the Building Surveying profession or AIBS but may not fit into one of the other categories of membership.

- **International Associate**

This category is for a person that holds a building surveying (or building control) qualification but does not reside, practice and is not registered in any jurisdiction in Australia.

- **International Accredited Member**

This category is for a building surveyor who is accredited under the AIBS National Accreditation Scheme, but does not reside, practice and is not registered in any jurisdiction in Australia.

- **Student**

To be eligible for this category, students must be studying for their first Building Surveying qualification in an AIBS recognised course.

A student no longer qualifies for this category once they have:

- completed their first qualification; or
- have registered as a building surveyor in any jurisdiction; or
- been accredited by AIBS.

- **Complimentary Member**

The AIBS Board at their total discretion, may provide complimentary membership to those who are identified supporters, stakeholders, and service providers as appropriate.

- **Honorary Fellow**

To be eligible for this category, a member must have held associate membership for at least five (5) years, and be recognised by the AIBS Board as per this policy as a distinguished legal, academic, scientific, artistic, literary, political or other whose activities promote or have promoted the aims and Objectives of AIBS, and who are otherwise not eligible as a practicing member.

### **3. AIBS Building Regulatory Policy**

The [AIBS Policy - Building Regulatory Reform in Australia](#) is aimed at setting out the foundations for a solid building regulatory system required to support efficient operations in all phases of construction of all types of buildings. The policy is a guideline for what AIBS believe to be a best practice building regulatory system.

AIBS believe there needs to be a system of regulations that is transparent and easily understood by professionals working in the industry, and by the general public, along with a modern, nationally consistent legislative framework to prevent disastrous building failures in Australia.

Since problems with non-conforming products emerged, there has not been anyone who has outlined a practical solution for the whole building regulatory system that is consistent nationally. AIBS has been the lone voice representing building surveyors in the face of recent public criticism of the profession and through this policy, we look forward to further educating the public on the critical role that our profession plays.

This policy is presented as a guide to what we see as the way forward, and a blueprint for our future building industry.

The policy has been updated three (3) times since its original publication in September 2018.

### **4. AIBS National Accreditation Scheme**

The [AIBS Accreditation Scheme \(the Scheme\)](#) establishes criteria that must be met by building practitioners, such as building surveyors and building certifiers, seeking accreditation in order to practice in a particular field.

Applicants seeking accreditation, re-accreditation, or an accreditation upgrade must demonstrate that they meet the accreditation criteria required by the Scheme.

**The Scheme is subject to the [AIBS Code of Professional Conduct](#) and also establishes a [Continuing Professional Development Program \(CPD Program\)](#) for persons accredited under the Scheme.**

The primary objectives of the Scheme are to specify:

- appropriate categories of accreditation
- minimum qualifications a person must hold to be accredited in a particular category of accreditation
- minimum levels of experience a person must have to be accredited in a particular category of accreditation
- processes and procedures for the administration of the Scheme
- the Code of Conduct that each accredited person must adhere to
- the CPD Program for re-accreditation.
- the auditing of accredited persons as per the AIBS Audit Program

Since 1<sup>st</sup> January 2019 AIBS has suspended the accreditation of four (4) Level One (1) Building Surveyors for periods between two (2) and five (5) years. This action supported the disciplinary action taken by the registration bodies in the jurisdictions the members were registered in and was in accordance with the provisions in the AIBS National Accreditation Scheme.

Since January 2019, AIBS have reviewed the re-accreditation of 40 accredited members and imposed a range of sanctions including placing conditions on their re-accreditation. These conditions mainly related to non-compliance of Continued Professional Development and declared disciplinary action against them by the jurisdiction/s they are registered in.

The National Accreditation Scheme recently underwent further review with further changes to the scheme effective on 1<sup>st</sup> July 2020 to incorporate annual re-accreditation (previously 3-year accreditation), the introduction of an accredited body corporate, and the introduction of a Professional Audit Program for accredited building surveyors.

### **5. Professional Development of Building Surveyors**

AIBS is firmly committed to developing consistent high quality skills building training that is professionally delivered to our members. National training is focused on those topics that affect Building Surveyors across Australia. Chapter-based training is primarily focussed on training and updating members on relevant matters in each State or Territory. Professional development needs are identified by the Professional Development Manager liaising with Chapter Committee in each Chapter for their jurisdictions which are then managed and delivered through the AIBS Office.

AIBS achieve this ongoing professional development through a variety of platforms including:

- In person structured training
- Conferences
- AIBSTV
- NEXUS
- AIBS Branches

The professional development program is overseen by the AIBS Professional Development Manager, a Level 1 Registered Building Surveyor with a extensive background in academia and supported by the Member Services Team. The management and development of all AIBS Professional Development content and operations is managed through the AIBS Office and the associated professional Structure.

An overview of the listed platforms is outlined below:

- **In person structured training**

This platform is the most widely utilised across all jurisdictions. These sessions generally range from half day to full days and provide for a range of topics which may be delivered as a topic of national interest or focussed on the requirement of a particular jurisdiction. AIBS engage a range of subject matter experts to deliver this training to members on an 'as required' basis when technical regulations, legislation and standards are changed or recently implemented or even just if updates are required.

- **Conferences**

Conferences are held annually in each jurisdiction with the exception of Tasmania where they are conducted bi-annually. Conferences provide an opportunity for members to engage with a range of speakers from government and their agencies and over the past 3 years, Ministers from all jurisdictions have presented at AIBS conferences. Industry and other experts provide thought provoking presentations and shorter technical presentations for the information of members where there is insufficient information for the development of specific training. Conferences also provide

the opportunity for members to connect and provide discussion forums to debate key developments and ideas around the profession and industry.

Every 3 years, AIBS conduct a National Symposium that coincides with the 3-year change cycle to the National Construction Code (NCC). This takes the form of a 4-day event with AIBS developing the program with Industry experts presenting on key changes to the NCC that impact building surveying professionals. The first event was held in 2019 and key presentations from this Symposium have been uploaded to AIBSTV to continue to educate building surveying and allied professionals.

- **AIBSTV**

[AIBSTV](#) is the online training and communication platform of AIBS delivering quality professional development 24 hours a day, 7 days a week.

Specifically designed to enhance our Professional Development Program and delivery of key information to building surveyors, this platform continues to evolve and provide the widest possible coverage of key knowledge areas essential to enhancing the professionalism of all building surveyors.

There is a requirement at the end of each session to answer questions relating to the topic to ensure the presented information has been fully understood and no CPD points are provided until such time as the questions have been answered correctly and submitted.

- **AIBS NEXUS**

[NEXUS](#) is the online discussion board exclusive to AIBS members. It's been designed to provide an online space for members to connect with each other and collaborate in a secure managed environment. It is designed to be the go-to place for building surveyors across Australia to talk about everything happening in the industry with the ability to connect, engage and share experiences, discuss industry information and best practices, seek and share advice, exchange resources and build relationships specifically for the building surveying profession.

- **AIBS Branches**

AIBS Branches provide a further professional structure that facilitates the sharing of information, knowledge and experiences of like-minded building surveyors. This 'like-minded' interests might be regionally based (most of AIBS branches are regionally focussed) or professional (e.g. operating in private practice). These branches are managed through the AIBS office and the member services team and while they have a semi-formal context, there is the availability for branches to undertake structured professional development that does not take away from the wider professional development services offered by AIBS.

- **Government Professional Development Contracts**

In June 2020, AIBS was formally engaged by the **Commonwealth Government**, as represented by the Department of Industry, Science, Energy and Resources to develop training on the National Construction Code (NCC) Section J provisions specifically for Class 2,3,5,6 and 9.

With the support of the Department of Industry, Science, Energy and Resources, this professional development consisting of three AIBSTV training presentations on Part J of the NCC BCA 2019 Volume 1 was provided free of charge to all building professionals across Australia.

Through this training, the Federal Government were utilising AIBS to develop and deliver training to building professionals and practitioners with the necessary skills to interpret and apply the energy efficiency standards using Volume 1 of the Building Code of Australia, National Construction Code 2019.

Also, in April 2020, AIBS was formally engaged by the **Victorian Government** through the Department of Environment, Land, Water and Planning to provide professional development through AIBSTV for a series of training presentations on the energy efficiency provisions in Vol. 2 of the Building Code of Australia, National Construction Code 2019.

The energy efficiency training videos are designed to assist building surveyors and inspectors to interpret and apply the energy efficiency requirements when applying Volume 2 of the Building Code of Australia, National Construction Code 2019. This professional development contained 6 Modules on Energy Efficiency contained within three separate presentations. These were:

- Topic 1 - "Warming Up"
- Topic 2 - "The Resistance Beings"
- Topic 3 - "Who are U"
- Topic 4 - "You are my sunshine"
- Topic 5 - "Comfort, Climate Control & Air Tightness"
- Topic 6 - "NatHERS Simulation"

A full list of training developed and delivered by AIBS nationally in each jurisdiction over the last 3 years is attached in *Annexure D*.

All training developed and currently provided on AIBSTV in *Annexure E*.

## **6. Recognition of Educational Courses & Qualifications**

AIBS provides a professional accreditation program for educational institutions that reflect the Benchmarks of the National Accreditation Framework (NAF). As a result, AIBS has a direct influence on course content and issues so that graduate outcomes are achieved and reflect the Benchmarks and Core Competencies of the NAF.

AIBS has established processes in place for both higher education degrees and VET courses in building surveying.

These process for course accreditation involve complex and extensive evaluation of both building surveying degrees from universities and Advanced Diplomas in building surveying from the VET sector (TAFE institutions and private providers).

The process commences with a formal application from a university or VET provider to be accredited by AIBS to offer building surveying courses. Once this application is received, a formal an accreditation panel is formed, this panel consists of a building surveying academic, the AIBS Professional Development Manager and an industry professional.

The assessments process is conducted both onsite via a two-day extensive interview process and then with a desk top review. Generally onsite assessments include interviews with current students, recent graduates and course lecturers; review of individual subjects including learning objectives and assessment criteria against the NAF; review of completed student work to ensure that it meets industry expectations and is consistent with the Australian Qualifications Framework levels.

The course accreditation program while approved by the AIBS Board, is supported by the AIBS Specialist Education Special Advisory Group (EDSAG). EDSAG consists of leading building surveying academics across Australia from both the university and VET sector who advise the Board on educational matters. This group currently includes the following:

- Professor George Zillante - University of Adelaide
- Dr Kim Maund - Newcastle University,
- Dr Darryl O'Brien - Central Queensland University,
- Jeremy Dicello - CPD Training
- Stephen Scimonello - AIBS Professional Development Manager (Chair)

AIBS through EDSAG, maintains an approved course listing from education providers whose course content meets the Benchmarks and Core Competencies under the National Accreditation Framework. This listing is updated when an educational institution gains AIBS accreditation and can be found [here](#).

Accreditation ensures academic institutions consistently meet the education requirements of the NAF, and graduates of an accredited course and program are assured of accreditation with AIBS at the relevant level.

Over the years, AIBS has assumed the responsibility of the development and management of the National Accreditation Framework (NAF) which is done through EDSAG.

### **7. Australia Building Codes Board (ABCB) Representation**

The ABCB operates under an Intergovernmental Agreement (IGA) and is a joint initiative of all levels of government in Australia, together with the building and plumbing industries.

Its key objective is to oversee issues relating to health, safety, amenity and accessibility, and sustainability in buildings. The ABCB promotes efficiency in the design, construction and performance of buildings and plumbing systems through the National Construction Code (NCC), and the development of effective regulatory and non-regulatory approaches. The ABCB aims to establish minimum, performance based, proportional and cost-effective codes and standards, as well as promote regulatory systems that are consistent, as far as practicable, between States and Territories.

Whilst not a regulator in its own right, the ABCB plays a key role in the national infrastructure for building regulation, preparing national model codes for adoption by the states and territories, helping support decisions of the BMF and acting as a COAG reform vehicle. The BMF's direction that the ABCB develop a Building Code Regulatory National Framework for future consideration by the nine governments builds on this position, with the inclusion of developing draft model regulation.

The National Construction Code (NCC) is a performance-based code containing all Performance Requirements for the construction of buildings. It is built around a hierarchy of guidance and [code compliance](#) levels, with the Performance Requirements being the minimum level that buildings, building elements, and plumbing and drainage systems must meet. A building, plumbing or drainage solution will comply with the NCC if it satisfies the Performance Requirements, which are the mandatory requirements of the NCC.

The Performance Requirements are also supported by General Requirements, which cover other aspects of applying the NCC including its interpretation, reference documents, the acceptance of

design and construction (including related evidence of suitability/documentation) and the classification of buildings within the NCC.

The key to the performance-based NCC is that there is no obligation to adopt any particular material, component, design factor or construction method. This provides for a choice of compliance pathways. The Performance Requirements can be met using either a Performance Solution (Alternative Solution) or using a Deemed-to-Satisfy (DTS) Solution.

Building Surveyors are considered as the main building professionals using the NCC and forms the key basis of the role of the building surveyor.

The ABCB has two primary technical advisory committees, the [Building Codes Committee](#) (BCC) and the [Plumbing Code Committee](#) (PCC). These Committees provide advice to [the Board](#) to deliver its work program by providing a national forum for regulatory authorities and industry to consider technical matters relevant to building and plumbing regulation reform.

As the ABCB's peak building and plumbing technical advisory bodies, the BCC and PCC operate in alignment to ensure a coordinated approach to building and plumbing regulatory reform. AIBS represents the profession of building surveying on the Building Codes Committee through the AIBS Technical & Policy Manager. Committee Working group representation on ABCB's Building Codes Committee include:

- Condensation
- Accessible Housing
- Performance
- International Fire Engineering Guidelines Review
- Acceptable Construction Practice Review

The Industry Leaders Consultative Group main function is to work with the ABCB Implementation Team in providing recommendations for implementation of the accepted recommendations from the Building Confidence Report commissioned by the Building Minister's Forum. AIBS has played a key role in advising the ABCB Implementation Team in development of these recommendations related to building surveyors through the following consultative groups:

- Continuing Professional Development
- Uniform Qualification and Registration Framework
- Career Pathways for Building Surveyors
- Integrity of Building Surveyors
- Codes of Conduct for Building Surveyors; and
- Enforcement

Other groups include:

- ABCB's Building Confidence Report Implementation Taskforce Industry Leader's Forum
- ABCB Expert reference group - bushfire provisions for non-residential buildings
- ABCB's Industry Leaders Group

**ABCB Performance Handbook Engagement** – In July 2020, AIBS was formally engaged by the Commonwealth Government, as represented by the ABCB through the Department of Industry,

Science, Energy and Resources to supply a draft technical guidance document to support the performance solution process, particularly as recently codified in Amendment 1 of the National Construction Code 2019.

The newly introduced codified process of development of a performance solution responds to the Building Confidence Report Recommendation 14 and, subject to uniform adoption, will become mandatory in all jurisdictions from 1 July 2021. The guidance document will support all practitioners and the public to better understand the new requirements and more particularly, the process of development of a performance solution to code compliance.

## **8. Professional Advice & Practice Notes**

In addition to ongoing professional development, AIBS provides regular advice and guidance to members on key issues to ensure they are professionally up to date as possible with a range of technical and other information when it becomes available. This most common method of communication is via direct email to each member which is then posted in the [news section of the AIBS website](#).

Other key specific advice also includes:

- **Lacrosse Apartment Tower Fire**

The “Combustible Cladding Case” from the Lacrosse apartment tower fire in Melbourne in 2014 posed some burning questions for the building surveying profession. The decision had far-reaching implications for the building surveying profession which could not be ignored. The decision concerns litigation arising from the fire in the Lacrosse apartment tower which was caused when a lit cigarette butt discarded on a balcony ignited the building’s external cladding, constructed from aluminium composite panels, with a polyethylene core (“ACPs”). The fire spread incredibly quickly through the ACP’s, resulting in significant damage to the building.

Given the impact of this case to the profession of building surveying and AIBS members, AIBS sought advice from their Legal Advisers Kelledy Jones to highlight the key findings from the case which was provided to members on 7<sup>th</sup> March 2019 via a 4 page summary of the case.

In the decision, the Victorian Civil and Administrative Tribunal (“VCAT”) was asked to apportion liability for the fire between eight respondents including, relevantly, the builder, a building surveyor firm, the architects who designed the building and a fire engineer involved in the design of the Lacrosse apartments.

Importantly, the outcome was that 33% liability for the fire was apportioned to building surveyor firm, 25% to the building’s architects, 39% to the fire engineer and 3% to an apartment occupier, which liability was borne by the builder.

One of the factors which led to the building surveyor being found liable in the Combustible Cladding Case was the way that the consultancy agreement was written, which then regulated the relationship between the builder and the building surveyor. This agreement was prepared for, and to the benefit of, the developer, rather than the building surveyor.

The key message to come out of this was that building surveyors should consider formulating their own preferred consultancy agreement, or identify one which better protects their interests and seek to use that. Alternatively, they should carefully consider the terms of the consultancy agreement

presented to them and ensure that their interests are not compromised. A novation of a consultancy contract meant that obligations owed to one client (in this case the developer) was passed on to another (in this case the builder), so the builder became the building surveyor's client for the purposes of the consultancy.

Following this advice to members and noting the outcomes especially relating to engagement agreements, AIBS partnered with Kelledy Jones to develop both a statutory engagement and a consultancy agreement for each jurisdiction in accordance with the specific legislation of each jurisdiction. Further to this, AIBS conducted training (full day) in each jurisdiction nationally in partnership with Kelledy Jones to advise members on the use of the agreements.

Following this training, AIBS provided these agreements to members to utilise in the form of practice notes which are housed on the AIBS website in the member only area to provide guidance in relation to the lessons learned from this case..

An example is provided as *Annexure F* along with the advice from AIBS Legal Advisers Kelledy Jones relating the case in *Annexure E*.

- **AIBS Practice Notes**

AIBS provides professional practice notes developed with the appropriate legal and expert advice to provide professional guidance to members. These notes can take the form of national or can be jurisdictional specific.

AIBS currently has the following Practice Notes listed below located in the members only area of the AIBS website. These are updated from time to time as appropriate with further guidelines currently under development.

- Engagement Transfer
- Terms of Engagement (statutory role for each jurisdiction)
- Consultancy Agreement – (for each jurisdiction)
- High Rise Childcare
- Performance Assessment
- Supervision
- Transition Periods

## **9. Relationship of AIBS with Government**

AIBS undertake significant representation to Federal and all State & Territory Governments representing the profession of building surveying. AIBS is the professional association representing building surveying that has an active presence and representation in all jurisdictions across the country.

*Annexure H* outlines the active representation undertaken by AIBS across jurisdiction over the past 3 years and the relationship between each government and AIBS and building surveyors.

## **10. COVID-19**

During the recent COVID-19 crisis AIBS developed guidelines through a member statement for members in acting appropriately both professionally and personally. These guidelines are available [here](#).

## **11. Communications**

Communication is vitally important to both communicate with members, but also to communicate externally with the public and stakeholders.

AIBS have a communication plan that ensures on key designated people in the organisation speak on behalf of the organisation to ensure that only the view of AIBS is represented publicly and internally.

The AIBS Communications Plan is underpinned and managed by the AIBS Communication Manager working closely with the CEO and AIBS President. The role of the Communication Manager is to advise the Board and CEO on key matters such as media representation, member communication, and communication with stakeholders including representation to Government.

The main communication platform for AIBS is the [website](#). This is a multi-dimensional website containing an open area to provide information, a member only section, along with platforms for online registration for all events, membership renewals, [AIBS NEXUS](#) the member discussion board, and also [AIBSTV](#) the online professional development platform.

AIBS also produce a magazine titled “The Australian Building Surveyor” to inform members and stakeholder of key issues relating to AIBS and the profession. This magazine was previously printed and distributed to members, but as of the last edition, this is now produced in electronic format. The most recent edition can be found [here](#).

## **12. Key Representations**

- **Senate Inquiry into Non-Conforming Building Products**

AIBS appeared before the Senate Economics Reference Committee Inquiry into Non-conforming building products (NCBP) on Wednesday 19 July 2017 in Sydney. This third inquiry into NCBP was focussed on the use of external cladding.

AIBS was represented by National President Timothy Tuxford, Board Director Troy Olds and AIBS NCBP Representative Dr Darryl O'Brien. AIBS representation was the only one ensuring that the voice of building surveyors was heard.

Prior to the appearance, AIBS tabled our submission which can be found [here](#). Included along with the submission are the opening statements at the hearing from both the National President and Darryl O'Brien.

The Senate Committee consisted of Senator Chris Ketter (Chair), Senator Nick Xenophon and Senator Kim Carr.

The AIBS submission focused on assisting the Senate Committee to better understand what may

have led to the current situation with external cladding, but more importantly recommendations as to how this might be remedied were provided by AIBS.

AIBS put to the Senate Inquiry that considering:

- the large number of buildings that could be affected with combustible cladding;
- the long period over which the cladding material has been used; and
- the fact that this issue is not limited to one state or even one country,

the problem that we faced here in Australia is not the result of a few building industry practitioners cutting corners, or a few building surveyors turning a blind eye, as has been suggested by some individuals and organisations.

In fact AIBS represented that there is a systemic problem and detailed research and investigation is needed to identify the root-cause of why non-compliant external wall cladding has been installed on so many buildings in Australia over the past 30 years.

AIBS made six recommendations which were contained within the submission.

- **AIBS Response to the Building Confidence Report**

The Australian Institute of Building Surveyors (AIBS) welcomed the report to the Building Minister's Forum (BMF) by Professor Peter Shergold and Ms Bronwyn Weir. AIBS believed the report, *'Building Confidence – Improving the effectiveness of compliance and enforcement systems for the building & construction industry across Australia'* presented a long overdue guide to much-needed reform of Australia's building regulatory system.

AIBS supported the modernisation of the system in that it was crucial if the Australian public is to retain confidence that the built environment in which they live, work and play is safe and compliant with standards all Australians are entitled to expect.

AIBS met with the co-author Bronwyn Weir in the development of the report and provided the AIBS Policy into Building Regulatory Reform in Australia as the basis of our representation. Ms Weir recognised AIBS as one of the few organisations or bodies that substantiated their views with a publicly stated policy.

AIBS responded formally to the Building Ministers Forum who commissioned the report which can be found [here](#)

- **Review of Advanced Diploma of Building Surveying**

In 2019, the Australian Industry Skills Committee initiated a review of building surveying qualifications. The overall aim was to ensure the qualifications adequately address the requirements of the National Construction Code 2019 and keep pace with industry developments.

AIBS was professionally represented via the Professional Development Manager on the building surveying expert panel formed to provide technical advice to the review. The review examined in detail the Advanced Diploma of Building Surveying and examined all subjects to ensure that the course responds to our industry and importantly the NCC/BCA and referenced Australian Standards.

Following a six-month review, the panel put forward a series of recommendations which significantly increase qualification benchmarks. AIBS supported the recommendations for change because we believe they will raise the bar for newly qualifying building surveyors to a level that will meet the minimum requirements of the profession, and by doing that, we are assuring the future of the profession. If this change isn't made, people will be able to obtain a qualification that will not match their professional needs once they begin working in the industry which will lead to excessive risk for all concerned.

AIBS released a [Member Statement - Review of Advanced Diploma of Building Surveying](#) to support the representation we made and justification of the recommendations.

- **Professional Indemnity Insurance**

The issue of availability and viability of mandatory Professional Indemnity Insurance for building surveyors has been a concern of the industry for a number of years. However, in June 2018, building surveyors seeking renewal of a legislatively acceptable and approved PI Insurance policy in order to maintain their statutory role, could not access a suitable policy due to the fact there were no Insurers prepared to provide an acceptable policy. Given the critical role building surveyors play in the building regulatory system, if they could not access the required PI Insurance to undertake their statutory role, then the building and construction cannot continue to function.

AIBS has taken the responsibility for the representation of the profession nationally on this crucial issue in the media. A summary of this representation is outlined in *Annexure I*.

AIBS also represented the issue to the Commonwealth and all State & Territory Governments nationally and to members. A summary of this representation can be found in *Annexure J*.

### **13. Australian Standards Committees**

Australian Standards Committees are comprised of representatives from key stakeholder groups including industry, government, consumer groups and others as relevant with an interest in standardisation. Every Australian Standard, Technical Specification, Handbook or other publication produced by Standards Australia is developed and managed by a standards committee. Committees may be responsible for the development and ongoing management of multiple publications. Membership is by invitation and generally includes nominating organisations being professional bodies that are recognised as capable of representing the views and interests of a professional group in relation to the standards development and ongoing management processes.

AIBS is a recognised nominating organisation.

Below is a list of National Standards Committees that AIBS has nominated persons to represent building surveying interests. Representation to these committees is funded by AIBS with AIBS representatives required to be AIBS members reporting directly to the AIBS Technical & Policy Manager.

<b>TS-001</b>	Building commissioning
<b>BD-074</b>	Termites
<b>BD-058</b>	Thermal Insulation
<b>CE-032</b>	Reinforced Soils And Retaining Structures

<b>ME-004</b>	Lift installations
<b>MT-014</b>	Corrosion of metals
<b>TM-011</b>	Engineered timber products
<b>BD-026</b>	Masonry Units, Pavers, Flags and Segmental Retaining Wall Units
<b>BD-095</b>	Retail food premises
<b>TM-010</b>	Timber structures and framing
<b>TM-002</b>	Timber framing
<b>TX-009</b>	Carpets
<b>PL-041</b>	Glass Reinforced Swimming Pools
<b>PL-022</b>	Plastic building sheets
<b>PL-015</b>	Floor coverings
<b>ME-064</b>	Access for People with Disabilities
<b>LG-007</b>	Emergency Lighting in Buildings
<b>FP-024</b>	Bushfire water spray systems
<b>FP-021</b>	Fire Safety Audits
<b>FP-020</b>	Construction In Bushfire Prone Areas
<b>FP-019</b>	Passive Fire Protection
<b>FP-009</b>	Fire Hydrant Installations
<b>FP-004</b>	Automatic Fire Sprinkler Installations
<b>FP-003</b>	Fire Extinguishers
<b>FP-002</b>	Fire Detection, Warning, Control and Intercom Systems
<b>FP-001</b>	Maintenance of Fire Protection Equipment
<b>EN-003</b>	Energy efficiency and thermal performance of buildings
<b>CS-034</b>	Swimming and Spa Pools
<b>CE-029</b>	Access Covers and Grates
<b>BD-007</b>	Glazing and fixing of glass
<b>BD-035</b>	Ceiling systems
<b>BD-106</b>	Autoclaved Aerated Concrete
<b>BD-105</b>	Performance Description of Houses
<b>BD-104</b>	Building Information Modelling
<b>BD-099</b>	Wind Loads for Housing
<b>BD-092</b>	Housing Construction - Working Practices
<b>BD-094</b>	Slip resistance of flooring surfaces
<b>BD-085</b>	Inspection of buildings
<b>BD-067</b>	Metal Framing
<b>BD-066</b>	Tiltup Construction
<b>BD-059</b>	Demolition of structure
<b>BD-038</b>	Wet areas in buildings
<b>BD-029</b>	Dampproof courses and flashings
<b>BD-028</b>	Masonry Wall Ties and Accessories
<b>BD-025</b>	Residential Slabs and Footings
<b>BD-004</b>	Masonry structures
<b>BD-109</b>	Exterior insulation and finish cladding systems

**14. List of Annexures**

- a. [Governance Review Discussion Paper](#)
- b. [AIBS By-Laws as of 30 June 2020](#)
- c. [Approved AIBS Membership Policy as of 01 January 2021](#)
- d. [AIBS Training provided since 2017](#)
- e. [List of all training provided on AIBSTV](#)
- f. [Practice Note – Engagement of Building Surveyors](#)
- g. [AIBS Legal Advice to AIBS Members re Lacrosse Apartments Findings](#)
- h. [AIBS Relationships with Governments](#)
- i. [AIBS in the media relating to PI Insurance & Building Regulatory Matters](#)
- j. [List of AIBS representation to Governments & Industry relating to Professional Indemnity Insurance](#)