

The Chartered Institute of Building

## **EDUCATION, QUALIFICATION, STANDARDS, AND PRACTICE BOARD**

### TERMS OF REFERENCE

The Education, Qualification, Standards and Practice (EQSP) Board will report to and be represented on the Resources Committee, which should include the activities of all sub-committees.

### CHARTER OBJECTIVES

- To establish and maintain appropriate standards of competence and conduct of those engaged or about to engage in the science and practice of building and construction; for example health and safety, environment, sustainability and ethics.
- To promote, conduct and support research into the science and practice of building and construction and to publish the results of such research.
- To promote, establish and support standards and codes of practice for processes, practices and materials in the field of building and construction.
- To hold conferences, meetings, seminars and discussions and to promote the reading of learned papers.
- To publish, produce and distribute or to assist in the publication, production and distribution of books, literature, pamphlets, films, periodicals and journals and other related material.
- To establish and maintain a library and associated information services.
- To lay down standards of education, training and experience appropriate for practitioners in building and construction and to hold examinations and tests of knowledge and experience.
- To establish training courses, scholarships, grants, awards and prizes.
- To confer, consult, maintain contact and co-operate with any authorities, associations, societies, institutions, bodies or persons to promote the science and practice of building and construction internationally.

### GENERAL

- To regularly review Corporate and Operational objectives, in cooperation with other Boards and Committees, to ensure effective delivery and to reflect CIOB's strategic priorities in terms of demographics and diversity of experience, skills and background.
- To establish sub-committees as appropriate, complete with Terms of Reference, consistent with this Board's Terms of Reference, to align with other Boards and Committees, to reflect the internal business function and ensure clear lines of communication and responsibility.
- To regularly review the remit, composition, competency and performance of the Board to maintain a consistent application and appointment process managed through the Nominations Committee.
- To co-opt additional persons to work within Board and sub-committees as required and to ensure adequate competency skills for the specified time.

- To develop and maintain an efficient and cost effective reporting process to ensure broad member engagement; facilitating an appropriate mechanism/format for meetings, including the use of virtual media to reduce costs and provide a swifter decision making process.

## COMPOSITION

### **Members**

A balance of academic and industrial experience at requisite level with required expertise/skills:

- 1 x Chair
- 1 x Vice Chair (Tenure: Two years with succession to two years as Chair)
- 1 to 2 Members Forum representatives
- Up to 8 members to reflect the required expertise/skills identified within the competency assessment
- 4 x co-opted members, as and when required
- Committee representatives to attend meetings as required
- Tenure: Three years (with the exception of Chair / Vice Chair)
- Member representation must cover all four home nations (UK), Republic of Ireland (ROI) and International

### **CIOB staff**

- Secretary (To co-ordinate and liaise with the Secretary of Resources Committee, secretaries of other boards and committees and CIOB staff, as appropriate)
- Chief Operating Officer
- Director of Construction Innovation and Development
- Head of Education
- The Chief Executive of the CIOB shall be a member of the EQSP Board as of right and may attend as necessary or as required by the Board

## COMPETENCY REQUIREMENTS

The EQSP Board should cover the following competency requirements:

- Corporate member (MCIOB or FCIOB) or related relevant professional body
- Knowledge of CIOB policy in compliance with the Royal Charter and Bye-Laws
- Strategic approach to Education, Training and Development issues
- Understanding and knowledge of Further and Higher Education qualification system in UK, ROI, and/or International
- Knowledge of and significant contribution towards maintaining standards and professional best practices
- Strong knowledge of training and development in industry
- Passionate about diversity - encourage young people into the industry

- Commitment to sustainability, in particular carbon reduction
- Ability to participate actively

Individual members should demonstrate expertise/sound knowledge of the following:

- Ethics
- Health and Safety (UK, ROI and/or Internationally)

In addition, individual members should desirably demonstrate expertise/sound knowledge of **one** of the following:

- Innovation best practice research, development and publication
- Building Control and Standards
- Conservation, Maintenance and Refurbishment
- Architecture and Surveying
- Project and Time Management
- Facilities Management
- Contracts and Procurement