



Coast 2 Coast Building Control Ltd

Regulation 9 Independence of Approved Inspectors Statement

Prepared by:

The Directors
Coast 2 Coast Building Control Ltd

January 2022



Coast 2 Coast Building Control Ltd

Regulation 9 Independence of Approved Inspectors Statement

Scope

This statement has been prepared to ensure that The Company (Coast 2 Coast Building Control Ltd) fully complies with Regulation 9 of The Building (Approved Inspectors etc.) Regulations 2010 in accordance with the CICAIR Code of Conduct for Approved Inspectors in that staff and external consultants are aware of their roles in ensuring the company fully meets this regulation.

For Approved Inspectors Regulation 9 of the Approved Inspector Regulations, titled 'Independence of approved inspectors' deals with safeguarding impartiality, setting out that 'Approved inspectors shall have no professional or financial interest in the work they supervise unless it is minor work.' This Regulation was intended to address the potential for conflict of interest occurring during the building control approval process

A risk to impartiality is considered to occur where a design or construction function is being provided on the same project by the same organisation carrying out the Building Control function. A risk to Impartiality may also occur in other ways such as financial involvement, personal or family involvement etc.

Coast 2 Coast Building Control Ltd endorse and follow the guidance from the Building Control Alliance which confirms that a relationship presenting a risk to impartiality of the building control body can be based on ownership, governance, management, personnel, shared resources, finance, contracts, marketing (including branding) and payment of a sales commission or other inducement for the referral of new clients. Etc

Demonstration of Impartiality

When setting up other group functions the guidance from the Building Control Alliance was used and this is detailed below to demonstrate impartiality within the Group.

For larger commercial organisations incorporating a BCB, typically Public and Private Limited Companies and Limited Liability Partnerships, elements of a policy that tents to safeguard impartiality may but not necessarily or exclusively include:

- Coast 2 Coast Building Control Limited is a separate legal entity
- Coast 2 Coast Building Control Limited has and independent Senior Management Team
 - A) Common Directors are avoided with other Group Companies
 - B) Directors or Partners should have no responsibility as a director or member of a senior management team of any other legal entity providing a design or construction function on the same project



- There is a clear published whistleblowing policy.
- There is no financial incentive for the AI to market other organisational design or construction services on the same project – cross promotion is not rewarded within the group.
- Design and construction services are not sold together E.g., bundled with the building control service or discount offered for appointment on both.
- Design and construction services are marketed separately from the building control service.
- Terms of appointment for the building control service are independent of design and construction services and incorporate an independence clause confirming that there are no contractual responsibilities for design or construction services on the project
- Coast 2 Coast Building Control Ltd does not take on any responsibility for design services (Even if sub-contracted to other parties)
- The service delivery system of the building control process is wholly independent of design or construction functions.
- People delivering the building control services are independent of group services operations.
- Complaint's policy allows a client to escalate potential breaches of impartiality. This impartiality statement is communicated to all employees.

The following procedures in our policy will ensure an impartial and competent building control services are undertaken

Audits

To ensure that Coast 2 Coast Building Control Ltd operates impartiality, internal audits are conducted, as well as external audits being carried out under our ISO9001: 2015 quality management system certification. The outcome of internal audits are reported to Coast 2 Coast Building Control Senior Management and discussed with external bodies such as CICAIR

Conflicts of Interest

Building control inspectors must declare any potential conflict of interest when carrying out building control work, examples of conflicts of interest include but not limited to involvement with private work. Any conflicts of interest, for example where the surveyor has been involved with undertaking private work for the same project, this will be raised with the Directors and discussed to reach a reasonable solution.

Complaints

A complaint can be made where the impartiality of the building control activities is not being maintained. Please refer to Coast 2 Coast Building Control Ltd website on how to make a complaint.



Whistleblowing

Coast 2 Coast Building Control Ltd provides an internal whistleblowing policy for any employee who feels they are being pressured to not act partially or in an appropriate manner. This is communicated as part of an employee's induction and is available for all employees to read within Coast 2 Coast Building Control Ltd handbook.

Coast 2 Coast Building Control Ltd and other Coast 2 Coast Divisions

To ensure that Coast 2 Coast Building Control Ltd operates fairly and impartially in carrying out our Building Control activities, the following measures are implemented to ensure impartiality between Coast 2 Coast Building Control Ltd and other Coast 2 Coast Divisions:

- Coast 2 Coast Building Control Ltd operates as an independent company in its own right, separate from all other Coast 2 Coast Building Control Ltd Divisions.
- Coast 2 Coast Building Control Ltd maintains independent financial status from all other Coast 2 Coast Building Control Ltd Divisions.
- Coast 2 Coast Building Control Ltd maintains separate staff records and an independent recruitment process.
- Coast 2 Coast Building Control Ltd maintains the independence of its own policies and procedures through its Quality Management System. All policies and procedures under which Coast 2 Coast Building Control Ltd operates, are administered in a non-discriminatory manner.
- Coast 2 Coast Building Control Ltd maintains independence and security of information by ensuring that all electronic data and records for Coast 2 Coast Building Control Ltd are stored on a secure separate server. This information can only be accessed by authorised personnel of Coast 2 Coast Building Control Ltd.
- Coast 2 Coast Building Control Ltd employs its own private IT company which holds direct responsibility for connecting authorised personnel to the company server.
- Directors or Employees with business interests outside of The Company are not permitted to use the Approved Inspector Services provided by C2C BUILDING CONTROL LTD for the benefit of that business.
- External Consultants must notify The Company if there is a potential conflict of interest where they have carried out design work on or have a financial interest in a project that C2C BUILDING CONTROL LTD are appointed as Approved Inspector. C2C BUILDING CONTROL LTD will make provision for an alternative external consultant in this instance.

Review

Coast 2 Coast Building Control Ltd identifies risks to our impartiality on an ongoing basis and has an internal review of this once every 12 months. This includes risks arising from our activities, associations, and relationships of personnel.

This statement will be reviewed in line with the Approved Inspector Regulations, BCA guidance and CICAIR code of conduct to reflect future amendments and circumstances.



Approval

This Impartiality Policy has been endorsed and approved by:

A handwritten signature in purple ink, appearing to read 'S. Thomas', is written over a faint, light-colored grid background.

**Steve Thomas, C Build E MCABE
Director**