



Regeneration and Place

Building Control Service

Career Progression Pathway for the posts of:

- Building Control Surveyor
- Principal Building Control Surveyor

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Policy Statement

Wirral Council is committed to helping to develop careers of employees through vocational and academic routes by providing access to training, opportunities and increased professional responsibility commensurate with the Employee's competence, experience and Class of registration held with the Building Safety Regulator.

Remuneration is directly linked to a progression structure that recognises the employees' qualifications, BSR (Building Safety Regulator) classification and capabilities in delivering Building Control services.

This document reflects a career progression pathway (CPP), enabling Building Control Surveying staff to progress in their Job role and career subject to the requirements for progression having been achieved.

Commitment to Equality

This progression addresses the Equality Duty: "To advance equality of opportunity".

Progression Pathways

These posts are graded over a wide band (PO4 – PO10) to allow for:

1. The appointment of individuals possessing varying levels of qualifications, skills and experience.
2. Flexibility in resource planning with regards to recruitment and retention.
3. Rewarding employees who progress through the pathway.
4. Aiding staff retention and motivation.

Appointment and progression through the pathway will depend upon an individual satisfying the requirements of the career progression scheme following

assessment against the above criteria, regular reviews and ongoing commitment to continual professional development.

The pathway for Building Control Surveyors contains 3 stages:

1. Building Control Surveyor (2A)
2. Building Control Surveyor (2F)
3. Building Control Surveyor (3H)

The pathway for Principal Building Control Surveyors contains 2 stages:

1. Principal Building Control Surveyor (2F)
2. Principal Building Control Surveyor (3G)

Note: Progression to Principal Building Control Surveyor is subject to successful appointment to an available post following a formal recruitment process.

Different stages of progression linked to the Building Control National Framework:

Job Title	Requisites	BiCOF	Ref	Grade
Building Control Surveyor	Attainment of a National Level 6 award in Building Control or an acceptable equivalent subject. Maintain Chartered Member, Member or Fellow Chartered Building Engineer membership of the Chartered Association of Building Engineers (CABE) or equivalent membership of an alternative professional body accepted by the Building Control & Technical Services Manager. Maintain Class 2 – (Category A) Registration as a Building Inspector under the Building Inspector Competence Framework (BiCOF) in respect of both plans assessment and inspections.	Class 2A	BCS2A	Grade PO4 (SCP 30-33)

Job Title	Requisites	BiCOF	Ref	Grade
Building Control Surveyor	Attainment of a National Level 6 award in Building Control or an acceptable equivalent subject. Maintain Chartered Member, Member or Fellow Chartered Building Engineer membership of the Chartered Association of Building Engineers (CABE) or equivalent membership of an alternative professional body accepted by the Building Control & Technical Services Manager. Maintain Class 2 – (Categories A-F inclusive) Registration as a Building Inspector under the Building Inspector Competence Framework (BiCOF) in respect of both plans assessment and inspections.	Class 2F	BCS2F	Grade PO6 (SCP 32-35)

Job Title	Requisites	BiCOF	Ref	Grade
Building Control Surveyor	Attainment of a National Level 6 award in Building Control or an acceptable equivalent subject. Maintain Chartered Member, Member or Fellow Chartered Building Engineer membership of the Chartered Association of Building Engineers (CABE) or equivalent membership of an alternative professional body accepted by the Building Control & Technical Services Manager. Maintain Class 3 – (Categories G-H	Class 3H	BCS3H	Grade PO8 (SCP 34-37)

	inclusive) Registration as a Building Inspector under the Building Inspector Competence Framework (BiCOF) in respect of both plans assessment and inspections.			
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Job Title	Requisites	BiCOF	Ref	Grade
Principal Building Control Surveyor	Attainment of a National Level 6 award in Building Control or an acceptable equivalent subject. Maintain Chartered Member, Member or Fellow Chartered Building Engineer membership of the Chartered Association of Building Engineers (CABE) or equivalent membership of an alternative professional body accepted by the Building Control & Technical Services Manager. Maintain Class 2 – (Categories A-F inclusive) Registration as a Building Inspector under the Building Inspector Competence Framework (BiCOF) in respect of both plans assessment and inspections.	Class 2F	PBCS2F	Grade PO9 (SCP 35-38)

Job Title	Requisites	BiCOF	Ref	Grade
Principal Building Control Surveyor	Attainment of a National Level 6 award in Building Control or an acceptable equivalent subject. Maintain Chartered Member, Member or Fellow Chartered Building Engineer membership of	Class 3H	BCS3H	Grade PO10 (SCP 36-39)

	the Chartered Association of Building Engineers (CABE) or equivalent membership of an alternative professional body accepted by the Building Control & Technical Services Manager. Maintain Class 3 – (Categories G-H inclusive) Registration as a Building Inspector under the Building Inspector Competence Framework (BICOF) in respect of both plans assessment and inspections.			
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How to progress via the stages: Progression is subject to a 4-stage process:

- Stage 1 Employee submits a written request to Building Control Manager for Career Progression, providing evidence of satisfying the requisite criteria along with any supporting information.
- Stage 2 Employee attends interview(s) with the Building Control Manager to discuss the request and to enable assessment of employee's credentials and suitability for progression. Assessment will include consideration of the employee's effectiveness in discharging duties outlined in the job description and consideration of previous performance and ability e.g., reference to performance conversations, governance compliance, KPI's, CPD compliance etc.
- Stage 3 The Building Control Manager will confirm the outcome of the interview to Human Resources in writing.
- Stage 4: Human Resources will confirm the outcome to the employee in writing.

Note: In the event of an unsuccessful application, the Building Control Manager will provide written feedback to the employee outlining the reasons why the request was unsuccessful.

Employees dissatisfied with the Building Control Managers decision may appeal in writing to the Head of Service/Assistant Director of Planning Services. The appeal should be acknowledged within 10 working days and dealt with within 1 month of submission. The Head of Service/Assistant Directors decision is final.

Assessment Form to move through the stages:

Appendix 1



REQUEST FOR CAREER PROGRESSION

To be completed by the employee:

Employee Name			
Employee Number			
Manager's Name			
Request for Progression to Post of			

SECTION 1: THE COMPETENCY FRAMEWORK (CF)

Using the Competency Framework at the appropriate level as reference, please give information to support progression. Please refer to the Progression Pathway and Competency Framework using Appendix 2. Information should be comprehensive to address all of the CF.	
National Qualifications	
BiCOF Registration Class	
Plans evaluation	
Site Inspection evaluation	

Enforcement experience
Governance, Procedures and protocols
Customer care
Section 77.78 – Dangerous Structure

Date of Assessment:

I confirm the employee has achieved the required level of capability to progress:	
Signed: Manager	

Please forward the completed form and copies of the direct observations to the relevant Manager for approval, placing copies on the employee's file

Appendix 2 – Competency Framework in line with statutory framework

National Qualifications:

Summary of Level 6 Qualification list (as of Sept 2024) are:

- Degree apprenticeship
- Degree with honours - for example bachelor of the arts (BA) honours, bachelor of science (BSc) honours
- Graduate certificate
- Graduate diploma
- Level 6 award
- Level 6 certificate
- Level 6 diploma
- Level 6 NVQ
- Ordinary degree without honours

Official details: <https://www.gov.uk/what-different-qualification-levels-mean/list-of-qualification-levels>

BiCOF Qualifications:

The 8 building categories (as of Sept 2024) are:

- category A, residential dwelling houses (single household) under 7.5m
- category B, residential flats and dwelling houses under 11m.
- category C, residential flats and dwelling houses, over 11m but under 18m.
- category D, all building types (including residential) under 7.5m.
- category E, all building types (including residential) over 7.5m but under 11m.
- category F, all building types (including residential) over 11m but under 18m.
- category G, all building types (including non-standard), with no limits on floor heights, excluding higher-risk buildings (HRBs).
- category H, HRBs as defined in the Building Act 1984 (as amended)

Official details: <https://www.gov.uk/government/publications/registered-building-inspectors-professional-codes-and-standards/building-inspector-competence-framework-bicof>

Appendix 3 – Copies of associated Job Descriptions

Job Title	Level	JD
Building Control Surveyor	Class 2A	 REG0060P(A) Building Control Sur
Building Control Surveyor	Class 2F	 REG0060P(A) Building Control Sur
Building Control Surveyor	Class 3H	 REG0060P(A) Building Control Sur
Principal Building Control Surveyor	Class 2F	 REG0060P(A) Principal Building Co
Principal Building Control Surveyor	Class 3H	 REG0060P(A) Principal Building Co