

Draft Record of Meeting
Inter-Jurisdictional Regulatory Collaboration
Committee
November 8, 9 and 10, 1997, Tokyo, Japan

I. Call to Order

The meeting was called to order by the host Hitoshi Aoki who welcomed the group to Japan and invited Jon Traw to assist in chairing the meeting.

II. Attendees

Mr Hitoshi Aoki	Director, International Codes and Standards,	Ministry of Construction (MOC), Japan
Mr Tomiyoshi Ogawa	Director, Accessable and Usable Buildings, MOC	
Mr Hiroichi Kawashima	Deputy Director, Building Guidance Division, MOC	
Mr Hiroki Sunohara	Deputy Director, Planning Division, National Land Agency	
Mr Jon Traw	President, ICBO, USA	
Mr Brian Cashin	Legal Adviser, BIA, NZ	
Mr Alan Coleman	General Manager, Building & Construction Branch,	Department of Industry Science and Tourism, Australia
Mr Mike Balch	Deputy Executive Director, Australian Building Codes Board	

Apologies were received from Dr Russell Thomas, National Research Council, Canada, and Mr Brian Meacham, Technical Director, Society of Fire Protection Engineers USA.

III. Minutes of IRCC 2 - Calgary

The minutes of IRCC 2 were reviewed and were agreed to be accepted, without change, as a true and accurate record of the meeting.

IV. Update of each members progress of performance - based efforts

The members provided advice on the major issues relating to performance and its progress in relevant countries, these could be summarised as follows:

- Japan - committed and working towards introducing legislation to introduce performance codes and standards by early to mid 1998.
- USA - Model performance code development was progressing on schedule and it is targeted for introduction in 2000.

- NZ - the provisions of the NZBC relating to durability had been redrafted and an amendment to the code had been processed. Due funding constraints the education program had been temporarily placed on hold. It was expected a new CEO would be appointed early in the new year.
- Australia - The new performance based building code had now been called up by a majority of states and all states and territories would have it referenced by February 1998. The ABCB had agreed to investigate the proposal to introduce a National Peer Panel which could consider and provide approval/advice/guidance on performance based solutions and proposals.

V. Review of Draft Documentation

The group considered that the best way to further progress the drafting of the documents which had been developed to date was simply to work through each draft paper. In doing so paying particular attention to the relationship between the papers and recognise there are areas where there similarities becoming increasingly obvious especially between tasks 2.4 (NZ Brian) and 2.5 (Canada Russ) and there should be close collaboration on these issues.

The following were the major issues in the existing papers which need to be considered and addressed:

- **Managing Change** - The work that has been carried was well recognised as being extremely important and that this section needed significantly more development. Jon offered to assist Mr Ogawa/Mr Kawashima with this document.
- **Technology Development** - The draft document prepared by Brian Meacham was the subject of significant discussion and all agreed Brian's document was what was required, and strongly recommended that it now be extended, from a single focus on fire engineering, to address the following areas-
 - fire Safety
 - structural Safety (Jon, Russ)
 - building Environment (All members)
 - electrical Safety
 - sanitation (Jon Traw/Brian Cashin)
 - durability (Brian Cashin, Russ)

It was recognised that Brian may have difficulty in addressing all of these issues and all members should provide whatever assistance/advice possible to Brian.

- **Public Policy Issues**

It was recommended that this document should be redrafted to include additional references and some items addressed in the paper on *Regulatory Infrastructure Support* would be more appropriately addressed in this document. It was agreed the following issues need to be included-

- current trends in the development of other countries Codes, Regulations & Acts
- recognition of the Nordic and other models
- identify issues for consideration in legislation when calling up performance models
- the liability and legislative change issues covered in *Regulatory Infrastructure Support* should be covered in this part

- **Regulatory Infrastructure Support**

It was recommended that the word *Regulatory* in the title was not needed and that this document be developed along the following lines.

2.5 Infrastructure Support

- a) Advancement of Standards of Practice
 - 1) Initial Development
 - 2) Design Support
 - 3) Linkages to the Code
- b) Multi Levels of Performance
- c) Insurance System Alternatives
- d) Authority Having Jurisdiction System
 - 1) Building Surveyor
 - 2) Private Certifier

Definitions are required to clearly identify issues such as-

- Building Acts/Regulations are recognised as *primary legislation*
- Code is *What!* (explains what you must do)
Includes Objectives, Functional Requirements and Performance Requirements
and is recognised as *secondary legislation*
- Verification methods and acceptable solutions make up the technical provisions and are recognised as *standards and practice notes/guidance documents* and are judged by the relevant authority as having jurisdiction

It was agreed the part regarding private certification should be redrafted and references should be, where possible, to factual information not opinions. Australia has agreed to assist with the redrafting.

- **Education**

It was recommended the education report should be reformatted and set out to address the following issues-

2.3 Education

- 2.3.1 Scope
- 2.3.2 Why the Need for Education
 - a) Code Development
 - b) Building Legislation
 - c) Other Legislation
- 2.3.3 Who Requires Education
 - a) Building and Regulatory Officials
 - b) Industry - Property Owners
 - Affected Trades
 - Relevant Professions
 - c) Public Awareness
- 2.3.4 Addressing Attitudes and Threats
- 2.3.5 Education Development
 - a) Evaluation of Current Curriculum
 - b) Academic Needs
 - c) Practical Application
- 2.3.6 Educational Content
 - a) Systems Maintenance
 - (i) Why
 - (ii) Needs
 - b) Supporting Documentation
 - (i) Why
 - (ii) How
- 2.3.7 Awareness training
 - a) Content
 - b) Timing
 - c) Audience
- 2.3.8 Bridging Curriculum
 - a) Content
 - b) Timing
 - c) Audience
- 2.3.9 Providers of Education and Training
 - a) Government
 - b) Code Writers
 - c) Local Authorities
 - d) Universities and Colleges
 - e) Industry Associations
- 2.3.10 Delivery Systems
 - a) Self Study
 - b) Correspondence
 - c) Formal Lectures
 - d) Additional Qualification
- 2.3.11 Ongoing Education
 - a) Accreditation
 - b) Continuing Professional Development
- 2.3.12 Feedback
 - a) Government/Authority Forums
 - b) Industry Forums

VI. Completed Draft Document

The format and setout of the final document was discussed and agreed that each section should be presented as an

IRCC preferred generic solution with the various countries experiences reflected at the end of that section.

There was also some confusion over the differences in terminology that had been used to date, and it was decided that the final document should contain an appendix that would include the terms used and their definitions.

The completed draft document would therefore be set as per the following:

- Preface
- 1.0 Executive Summary
- 1.1 Introduction
- 2.0 Current Assessment of Situation
 - 2.1 Technology Assessment
 - 2.2 Technology Development
 - 2.3 Education
 - 2.4 Public Policy
 - 2.5 Infrastructure Support
- 3.0 Managing the Process
- Appendix
 - 1. Terminology
 - 2. Issues Listing
 - 3. Bibliography

Following a detailed review of the drafts at the Australian meeting a final draft document will be produced and presented at the WOBO Conference at Maui in May and feedback sought. A final meeting will then be held to finalise the document and its publishing and distribution.

VII.Future Meeting Date

The next meeting is to be held during February in Australia. The final dates will be advised when Mike has established a schedule.