

SCOTTISH BUILDING STANDARDS HUB – FIRE HUB COLLABORATIVE FORUM

TERMS OF REFERENCE AND REMIT

1. Introduction

The Fire Hub Collaborative Forum provides an opportunity for the Scottish Building Standards Hub (SBSH) to bring together representatives with an interest in fire engineering as related to the building standards system and construction sector in Scotland. This provides a platform to work together to support local authority verifiers and wider stakeholders and to understand emerging issues and discuss matters of mutual and national interest, for example, to support the Scottish Government in delivering on the commitments within its Grenfell Tower Inquiry Phase 2 response.

2. Overarching Purpose

The forum provides an opportunity for all parties to identify synergies and work collaboratively on solutions that supports fire safety within buildings and the wider built environment. This includes identification and examination of longer-term strategic issues arising from new ways of working, the introduction of technologies and other emerging challenges where there is a need to work in partnership with stakeholders from across the construction industry in Scotland.

The forum will also allow for an update on work being delivered by the Scottish Government (Building Standards Division) and other stakeholders, as required, which may be of interest to the wider forum.

SBSH officials will oversee the group and maintain linkages with outcomes from other relevant groups, such as the Building Standards Futures Board, the Construction Leadership Forum and the SBSH Advisory Board. Scottish Ministers will be kept informed of the forums work, via Building Standards Division (BSD), to provide the necessary level of awareness and accountability.

3. Remit and Responsibilities

3.1 Remit

- To raise and discuss emerging challenges, areas of risk or new initiatives, as related to the fire engineering discipline, affecting the:
 - delivery of the verification service and/or
 - impact of the verification service on the operation of the construction industry in Scotland.
- To work collaboratively to identify solutions, advice and strategies needed to adapt and respond to Scottish Government policy developments which directly impact on the verification service or the construction sector, again with specific reference to the fire engineering discipline.

- To advise on the nature of changes to building regulations and other initiatives, such as the Technical Handbooks, and other related guidance documents.
- To achieve the objectives outlined above, the group may highlight to relevant bodies, such as the SBSH or BSD, the opportunity or need for further research on certain topics or themes.

3.2. Responsibilities

- To support joint working between government, LABSS, local authorities and industry representatives in response to emerging challenges and new initiatives.
- To consider changes to building regulations, their impact on the sector and new ways of working arising from the Building Standards Futures Board.
- To provide effective communication of issues and related solutions, advice and strategies with partners in government, local authorities and the construction sector.

3.3. Outcomes

The outcomes of any discussions by the group may be used by the SBSH or any other representative to inform best practice or otherwise to provide guidance to verifiers or wider stakeholders.

Such outcomes are intended for general information purposes only. The decision to accept or reject any proposal submitted as part of a building warrant application rests with the relevant Local Authority Verifier.

It is not intended that the group formally report to any body or organisation. However, the group may decide to correspond with relevant organisations as informed by matters under discussion.

The work and outcomes from the group would also support promotion and advocacy of the fire engineering profession.

4. Composition

The group shall consist of representatives from the SBSH, Scottish Government, local government, LABSS, SFRS and construction industry organisations with skills, knowledge and experience in fire engineering (**See Annex A**).

5. Meetings

Meetings shall be chaired by the Technical Director of the SBSH and will take place on a quarterly basis. Additional meetings may be arranged if emerging issues require a faster response.

The minutes of forum meetings will be published on the SBSH website.

6. Hosting

Meetings will normally be hosted online, by the SBSH. In person meetings may be called if required.

**Scottish Building Standards Hub
November 2025**

Annex A

SCOTTISH BUILDING STANDARDS HUB – FIRE HUB COLLABORATIVE FORUM

Membership

Scottish Building Standards Hub

Alan McAulay – Technical Director

Emma Emslie – Expert Technical Support Surveyor (Fire)

Susan Paterson – Administration and Technical Support Officer

Scottish Government - Building Standards Division

Stephen Garvin, Head of Building Standards

Benny Rooney, Building Standards Division, Scottish Government

Scott Young, Building Standards Division, Scottish Government

Local Authority Building Standards Scotland (LABSS)

John Paul Breslin, Stirling Council

Raymond Barlow, Glasgow City Council

Scottish Fire and Rescue Service

Alison Scott - Watch Commander - Fire Engineer/Fire Safety Enforcement Officer

Industry Representatives

William Connolly, NHS Scotland

Stuart Russell, NHS Scotland

Scott Thomson, University of Glasgow

Angus Law, University of Edinburgh

Peter Drummond, RIAS

Hugh McNamara, ARUP (IFE Scottish Branch)

Iain McLaren, RICS