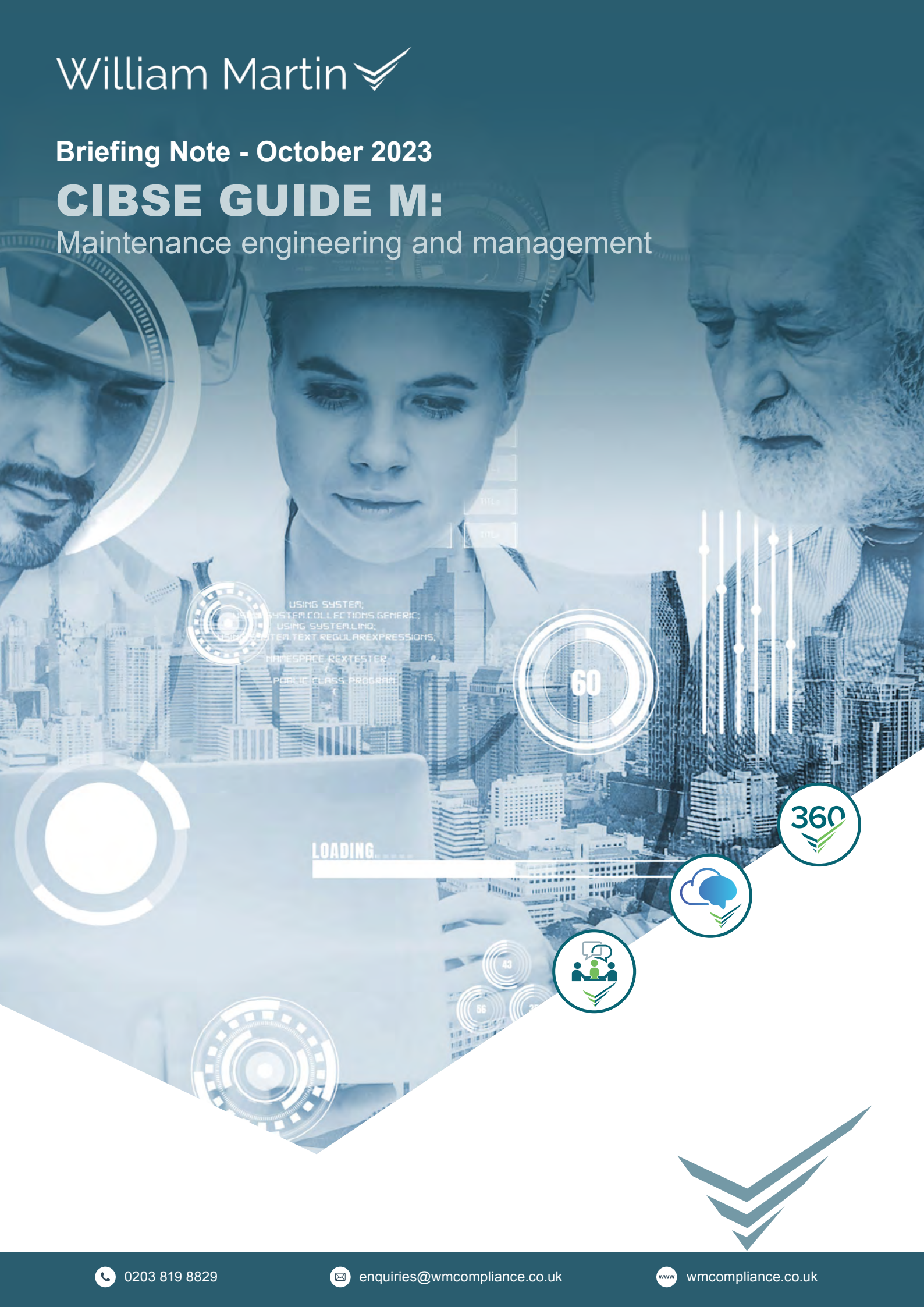


Briefing Note - October 2023

# CIBSE GUIDE M:

Maintenance engineering and management



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Consultancy



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## 1 – Background

The Chartered Institution of Building Services Engineers (CIBSE) recently published its updated Guide M which is directed at Facilities Managers, designers, building owners and operators. The updated guidance includes all the information needed to successfully operate and maintain building services, as well as ensuring buildings are healthy to occupy and safe and are also optimised for energy performance.

Guide M provides a general overview of the numerous subjects and issues which Facilities Managers need to be aware of and has been published to provide updated guidance with regards to numerous changes which have occurred since it was previously amended in 2014.

One of the most significant of these changes relates to the duties of Facilities Managers when managing or commissioning any form of building work, due to the fundamental changes to the Building Regulations that were introduced on 1st October 2023 and imposing new statutory duties on clients. These regulations also impose new fire safety requirements on Facilities Managers working in the residential sector on high rise buildings.

The guide's part on Legislation now includes a section outlining the requirements of the Building Safety Act 2022 and outlines the implications of the "in occupation" provisions for high rise buildings.

In addition, a new Facilities Managers' guide to 'handover information' has now been included in Part 7, which will be very helpful when dealing with the 'Golden Thread' of safety information for high rise buildings.

## 2 – The Guide

The full guide comprises the following parts:

1. Guidance for building services designers
2. Strategy and techniques
3. Contracts
4. Energy and carbon
5. Controls
6. Commissioning and testing
7. Handover procedures
8. Documentation
9. Risk assessment and risk management
10. Costs
11. Economic life factors
12. Audits
13. Engineering condition surveys
14. Legislation
15. Wellbeing
16. Training and competency

Each of the 16 parts incorporate a detailed list of references to provide more in-depth and comprehensive information on specific topics.

The summaries below illustrate a selection of changes introduced by the guide.

### **3 – Contracts**

The guide includes advice around the mobilisation of contracts and includes a comprehensive list of items that need to be reviewed during the contract mobilisation process to ensure an effective working relationship from the outset.

### **4 – Energy and Carbon**

The energy efficiency and maintenance part of the guide has almost been completely overhauled to reflect the rapid increase in the cost of energy and the drive to net zero carbon.

The guide explains that to meet energy and carbon reduction targets, Facilities Managers will need to increase focus beyond that of keeping the building and its plant in good working order to being able to comment on the scope for varying system operations to match building usage patterns. It also explains what constitutes an effective energy management policy, what is required from an energy management system, and it now also includes advice on low carbon and renewable energy systems.

### **5 – Controls**

The controls part of the guide has also almost been completely rewritten to reflect developments in technology, the increased demand for ‘smart’ buildings and the growth of devices and sensors, processing ability, software and other technologies that connect and exchange data.

Controls are critical in supporting the management of facilities and this part now includes current best practice from the Building Controls Industry Association. There is also advice on dealing with legacy systems, upgrading control systems and the importance of cyber security.

### **6 – Economic Life Factors**

The guide contains an updated comprehensive list of the indicative economic life for the various engineering assets likely to be under the control of Facilities Manager. The guide contains an updated economic life expectancy table and its variation factors are derived from cross-sector user experiences of typical assets and equipment.

Illustrative examples are provided to show the use of these factors, which the guide says is “subjective” and “relies on assessment by experienced engineers”. Nevertheless, the method does provide a logical approach for estimating purposes.

## 7 – Wellbeing

The COVID pandemic was a significant event to impact the built environment. For example, the pandemic changed the way people use workplaces, in particular the introduction of flexible working patterns and the change that employers were no longer tied to individual desks or even specific work locations.

Earlier versions of the guide lacked guidance on occupational health and in particular, infection control, achieving adequate levels of lighting and daylight, water quality, noise and vibration, and also included sections on magnetic and electric fields.

The guide now covers wellbeing more generally which has become an increasingly important consideration and is integral to Environmental, Social and Governance (ESG) activities. Topics now covered include indoor air quality and explains how carbon dioxide levels have gained prominence as an indicator for the control of ventilation rates.



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