

Purpose

The Primary Authority User Group (PAUG) is a group of eight businesses and eight local authorities (primary authorities) currently participating in the Primary Authority scheme.

The PAUG will:

- provide experience of operating Primary Authority in practice;
- work with the network of topic groups and other forums with an interest in Primary Authority, to consider key issues of relevance to the scheme; and
- provide valuable input into the future shape of the Primary Authority scheme to benefit the regulatory system as a whole.

Aim

To provide a forum to enable the Better Regulation Delivery Office (BRDO) to engage with experienced users of the Primary Authority scheme to shape its future development.

Particular areas of interest and activity include:

- a) identifying, evaluating and disseminating best practice regarding the use of existing Primary Authority tools; and
- b) liaising with BRDO, the network of topic groups and other forums with an interest in the Primary Authority scheme, to identify, recommend and evaluate improvements and amendments to the scheme.

Proposed working arrangements

The PAUG will meet up to four times per year, usually in Birmingham or London (or hosted by a PAUG member), and will be chaired by BRDO, which will also provide secretarial support.

Links between BRDO's reference panels will be transparent and dialogue between them will be enabled through joint meetings or discussion of common agenda items, as appropriate.

The panels are:

- Regulatory Excellence Forum
- Welsh Regulators' Forum
- Business Reference Panel
- Local Authority Reference Panel
- Primary Authority User Group

Between meetings, they may communicate by email.

Membership

Applications for membership of the PAUG were invited from all businesses and Primary Authorities within the scheme as at January 2012.

Final membership of the group was based upon the need to ensure a mix of experience amongst Primary Authority businesses from different sectors, of different sizes, partnered with a mix of experience from unitary and two tier local authorities. Membership is based on a nominated individual from an organisation.

Links to external groups

As expert stakeholders informing BRDO's work, the PAUG may support the work of the Representative Steering Group (RSG) on issues relating to the Primary Authority scheme. The RSG is a non-executive group created to advise the Minister for Business and Enterprise and the Chief Executive of BRDO on matters relating to regulatory enforcement. Further information about the RSG can be found on the BRDO website.

Through the BRDO secretariat, the PAUG will monitor its relationship with any similar groups or networks and establish liaison arrangements as appropriate.

Review

The terms of reference for the PAUG (and its membership) will be reviewed every two years to ensure that it is fulfilling its objectives and that its working arrangements are fit for purpose.