

# **Building Control Performance Standards Advisory Group**

## **Terms of reference**

The Building Control Performance Standards Advisory Group (BCPSAG) is a standing sub committee of the Building Regulations Advisory Committee for England and the Building Regulations Advisory Committee for Wales.

### *Functions of BCPSAG*

1. The Advisory Group will carry out the following functions;

- Periodically review the effectiveness of the Building Control Performance Standards and supporting guidance, making recommendations for revisions and publication.
- Maintain, improve, identify and publish a set of relevant service driven performance indicators.
- Annually collect and independently analyse performance data received from building control bodies and publish the results of the analysis.
- Devise and develop with independent advice a system of performance improvement by Building Control Bodies to cover measurement, evaluation and benchmarking of building control bodies' outputs.
- Monitor the trends of complaints about building control bodies and input results to the regular reviews, working with member bodies as appropriate
- Periodically report on the Advisory Group's activities to the Building Regulations Advisory Committee for England and the Building Regulations Advisory Committee for Wales

2. In carrying out its functions the Advisory Group will:

- Aim to proceed by consensus;
- Have regard to the relevant provisions of the Building Act 1984, and regulations made under the Act; and
- Treat all information received by the Advisory Group on an in confidence basis subject to the provisions of the Freedom of Information Act 2000.

### *Membership and Chairmanship*

3. The membership of the Advisory Group will consist of nominees as follows:

- ACAI, BCA, CICAIR Limited, and LABC: one nominee each
- BRAC for England: one nominee
- BRAC for Wales: one nominee
- Three persons in total appointed by BRAC for England and BRAC for Wales, after consultation with the Secretary of State and Welsh Ministers, to represent building users, construction sector clients, participants and/or consumers generally.

4. The Department for Communities and Local Government and the Welsh Government may appoint one observer each to the Advisory Group.
5. Members' appointments will be for a term of three years, with a maximum of three consecutive terms.
6. On appointment members will be asked to sign a declaration to act within the Advisory Group's terms of reference in respect of all matters which are within its functions.
7. The Advisory Group shall appoint a chair, who is independent of the building control bodies, from amongst its members for a term of three years. If the appointed chair is the nominee of either of the Building Regulations Advisory Committees, that Committee may nominate another member.
8. In the event that a nominated member is unable to attend a particular meeting of the Advisory Group the nominating body may send a substitute. If the appointed chair is unable to attend a meeting the Advisory Group shall arrange for another member to deputise.
9. The Advisory Group may co-opt an individual as a member for a specific purpose for a term to be decided by the Group.

#### *Secretariat*

10. All secretariat functions for the Advisory group will be carried out by the Secretariat of the Building Regulations Advisory Committee for England and the Secretariat of the Building Regulations Advisory Committee for Wales.

#### *Finances*

11. All costs of the operation of the Advisory group will be borne by the Building Regulations Advisory Committee for England and the Building Regulations Advisory Committee for Wales.

#### *Publications*

12. All Advisory Group publications will be published by the two Building Regulations Advisory Committees
13. This will include publication of the notes of Advisory Group meetings, subject to information that may be withheld under the allowances in the Freedom of Information Act 2000. The notes of meetings will be published only after they have been agreed by the members of the Advisory Group.
14. The website presence of the Advisory Group will be part of the websites of the two Building Regulations Advisory Committees.