

LABSS INFORMATION PAPER ELG/01/V5/2015 General

Partnership Schemes “A Better Way to Build”

EXPERT LIAISON GROUP

LABSS is at the forefront of delivering national decisions offering **Partnership Schemes** that provide a consistent effective assessment and approval service for designers, developers and contractors. LABSS provides various options for these national discussion and decisions.

Options are

- The **Partnering Authority Scheme (PAS)** partners developers with a single lead authority for all their building warrant applications throughout Scotland.
- The **Expert Liaison Group (ELG)** will, at the request of applicants, investigate new ideas, wherever they occur.
- **Scottish Type Approval Scheme (STAS)** provides assessments and approvals of designs of standard buildings that are to be constructed in Scotland. STAS approvals are accepted by all Scottish Local Authority verifiers.
- **Scottish Registered Details (SRD)**, in collaboration with LABC, registers standard system component designs and innovative products that will be accepted by local authorities throughout the whole of the UK.
- **Memorandums of Understanding (MOUs)** provide working in partnership with the Scottish Fire & Rescue Service (SFRS) and Homes for Scotland (H for S) - others will follow.

This Information Paper explains the **Expert Liaison Group (ELG)**

If you are a developer who is likely to be proposing innovative or alternative approaches in a building design and procurement throughout Scotland, then this Group is likely to be useful to you.

Who is the **Expert Liaison Group**?

Should particularly innovative design proposals be required LABSS will convene the **Expert Liaison Group**. This Group is a customer-focussed group with a remit to investigate and resolve compliance issues within the industry arising from the Building Standards Regulatory process wherever they occur. Members of the Group(s) are constituted to suit the requirements of the particular issue raised by industry. The outcomes from such Groups are to address specific design problems related to the building warrant process. Membership of any Group at any time is targeted towards the needs of the issue under discussion and can include Building Standards professionals from Local Authority verifiers, Local Authority Building Standards Scotland (LABSS), the Scottish Government's Building Standards Division (BSD), other Local Authority legislators, LABC for UK wide Registered Details, emergency services professionals (SFRS, Police Scotland, Ambulance Service), notified bodies such as the British Board of Agrément, Building Research Establishment, Approved Certifiers, industry stakeholders and developers, inward investment companies, product and system suppliers.

How do I submit a ELG Inquiry?

You should submit a completed inquiry form describing the scope of your proposal to be assessed under the **ELG**. If your application is suitable for acceptance under ELG, the Administrator will advise you where to send further information in support of your application.

The Administrator of the **ELG**, following discussion and agreement with yourselves, will appoint a LABSS Member to lead your application and they will be your future point of contact throughout the process. The assessment process will involve a joint team of assessors from LABSS Members and other checking bodies to jointly appraise your application, but importantly your contact is only with the nominated LABSS Member.

LABSS Member to lead your application will contact you;

- to establish a line of communication and
- agree time based performance target between you and LABSS,

If I have a complaint – what do I do?

Every effort is made to keep problems to a minimum but it is recognised that sometimes things can go wrong. You, as the customer, should not be involved in any differences that may arise between the inspecting local authority and the approving authority. This will be handled by **LABSS**.

In the unlikely event that you do not agree with the assessment made when your application is first appraised, you have the right to appeal to Local Authority Building Standards Scotland who will ensure that your case is heard and a decision is reached within ten days. You can initially telephone the **ELG** Administrator but you must also put your complaint in writing.

What can ELG do for you?

ELG offers significant benefits for research and development companies and product suppliers commissioning complex developments that include standard elements.

Retail developments, shell fit outs, restaurants, hotels, leisure facilities, warehousing, office buildings and industrial units all frequently incorporate standard design elements within the overall scheme. An ELG Decision for standard details will speed up the assessment process and ensure that your project progresses more rapidly. The involvement of local authority professional building standards staff is the client's guarantee of a service, which is publicly accountable, with independent plan checking and site inspection.

We are committed to offering every assistance to make the application and assessment system as quick and easy as possible – including providing a single point of contact for you.

If I have further questions, where do I go?

If you would like to know more about the **ELG** process described in this brochure, you can contact the **ELG** Administrator direct or visit our web site www.labss.org

The Administrator, ELG, Tweedbank, The Croft, St Boswells, MELROSE TD6 0AE

E-mail: robertarenton@bobr.org.uk

Tel: 01835823479

Mob: 07980286987