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MANDATE

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MANDATE OF THE BUILDING MATERIALS EVALUATION COMMISSION

The Building Materials Evaluation Commission (the "Commission") is a regulatory agency whose legislative authority is set out in section 28 of the *Building Code Act, 1992*.

The Commission has a mandate to evaluate and authorize, subject to conditions, any innovative construction materials, systems or building designs for use in construction in Ontario. In doing so, the Commission has the power to conduct, or cause to be conducted, research, analysis and evaluation of such innovative materials, systems and building designs. The Commission is not a testing body, but may require that testing be carried out by an applicant as part of its evaluation.

The Commission also has the authority to make recommendations to the Minister respecting changes to the *Building Code Act, 1992*, or the Building Code.

In exercising its mandate, the Commission receives all of its staffing and financial resources from the Building and Development Branch of the Ministry of Municipal Affairs (the "Ministry").

Guiding Principles

As an agency authorized under the *Building Code Act, 1992*, the Commission exercises powers and performs duties in accordance with its mandate under that statute. The agency's regulatory activities and decisions must be made, and be seen by the public to be made, independently and impartially. The Commission makes decisions independently from the Ministry and the Government of Ontario.

The Commission has signed a Memorandum of Understanding with the Minister of Municipal Affairs (the "Minister") relating to the exercise of its mandate. The Memorandum of Understanding sets out the relationship between the Commission Chair and the Minister and the Ministry of Municipal Affairs (the "Ministry") with respect to the Commission and the service it provides. The purpose of the Memorandum of Understanding is to establish the responsibilities of these parties and to ensure that accountability is a fundamental principle observed in the management, administration and operations of the Commission.

As an agency of government, the Commission conducts itself according to the management principles of the Government of Ontario. The Commission's proceedings are governed by the *Building Code Act, 1992*, the Building Code, the Building Materials Evaluation Commission's Guidelines, Policies and Procedures Handbook, and Treasury Board/Management Board of Cabinet Directives. These principles and governance elements include ethical behaviour, accountability, excellence in management, wise use of public funds, and high-quality service to the public, through contributing to the health, safety, accessibility and energy efficiency of buildings in Ontario and by playing a positive role within Ontario's construction sector.

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STRATEGIC DIRECTION

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STRATEGIC DIRECTION OF THE BMEC

The Commission endeavours to provide a timely, cost-effective and non-adversarial process for evaluating and authorizing new and innovative materials, systems and building designs for use in Ontario. In doing so, the Commission has earned a reputation as an effective, useful and quality service provider within the construction industry. The Commission does, however, face certain challenges. To address these challenges and to improve its ongoing operations and client service delivery, the Commission plans to continue with the following initiatives in the coming years.

Review of Existing Authorizations

The Commission launched two initiatives in an effort to manage and keep current all existing authorizations.

The first exercise involved an attempt to contact each holder of a Building Materials Evaluation Commission authorization, dating back to 1976, to determine whether the authorization holder's contact information on file with the Commission is up-to-date. Also, as part of this exercise, authorization holders were asked whether they still manufactured the innovative product, system or building design detailed in the authorization, and whether the Commission's information relative to this product was current.

The second initiative related to the review of existing authorizations for redundancy. The first phase of this initiative was to review for redundancy with other approvals (i.e. Minister's Ruling). The Commission completed this phase on January 30, 2014.

With the release of the 2012 Building Code, having an effective date of January 2014, the Commission began the second phase of its review for duplications. The Commission is continuing with this work.

With the release of each new Building Code, the Commission will need to review its existing authorizations in an effort to eliminate authorizations that may no longer be required.

The Commission believes that this is a necessary exercise to ensure the credibility and accuracy of the inventory of authorizations as reflected on the web-page. The Commission believes that the public needs to feel confident that the information in authorizations is current and accurate.

Recommendations to the Minister

The Commission continually reviews its existing authorizations to determine whether there is a need to make recommendations to the Minister regarding changes to the Building Code and/or whether there is additional need for revocation of authorizations based on the current edition of the Building Code.

The Commission has not made any recommendations to the Minister in the current (2016-2017) fiscal year.

Time to Decisions/Authorizations

Following receipt of an Application, the Commission aims to make a decision or issue an Authorization within 120 days of the initial consideration by the Commission. This time frame is an accurate reflection of the average time frame the Commission requires to evaluate applications.

Some decisions on applications may be made quickly because there are already existing Authorizations for similar technologies, which are used to guide consideration of subsequent applications. New and innovative technologies may require longer approval times because references need to be checked, additional testing is sometimes required, missing information may need to be supplied, etc.

The Commission strives to be transparent in their process with respect to the evaluation of an application and to improve documentation of the evaluation process.

The Commission continues to monitor and review its processes for making decisions to determine if there are efficiencies that can be achieved.

Succession Planning

As part of succession planning, the Commission believes it is necessary to have a longer period of overlap between sitting members and newly appointed members than has been afforded in the past. Ideally an overlap of nine months would allow for knowledge transfer from existing members to newly appointed members and permit new members to be mentored.

Throughout 2016, the terms of appointment for seven members expired and the members were no longer eligible to seek reappointment.

The Commission Chair put forth recommendations on the appointment of seven new members, resulting in seven new members being appointed to the Commission in November 2016.

While these new appointments enable the Commission to continue to operate, it is still appropriate to try and stagger the terms of appointment for Commission so that Orders in Council expire in smaller groups. This will allow for newly appointed members to be mentored by experienced members.

In addition to ensuring an adequate number of members, the Commission must also work at maintaining the knowledge base of its membership so it is important for the Commission to continue to solicit new members with expertise that reflects the full spectrum of technical disciplines (e.g. plumbing, mechanical systems, on-site sewage systems, etc.). As described in the Memorandum of Understanding, the role of the Chair includes keeping the Minister informed of upcoming appointment vacancies and providing recommendations for appointments and/or reappointments to the Commission.

Ontario's Gender Diversity Targets

In June 2016, Premier Kathleen Wynne announced new gender diversity targets to ensure more women have the opportunity to reach top leadership positions at provincial agencies and other government organizations. The Ontario government has set a target that, by 2019, women should make up at least 40% of all appointments to every provincial agency, board and commission.

With the appointment of the seven new appointments, noted above, the Commission currently consists of 12 members.

Two of the 12 members are female, resulting in 16% of the Commission being female, which is significantly less than the government's 2019 target for 40% female representation.

Past experience indicates that, in order to provide the Commission with a sufficiently diverse range of experience, a membership of 15 is optimal.

Assuming Commission membership is set at 15, a female membership threshold of six must be achieved by 2019 in order to meet the government's 40% objective. Opportunities exist to achieve the 40% target for female representation on the Commission because the Commission will be seeking further appointments in the next two years. It may also be necessary to consider not reappointing some of the currently appointed members in order to create opportunities for additional female representation.

To assist in achieving the government's objective, staff plan to network with leading professionals to identify potentially qualified members and encourage qualified candidates, especially females, to apply for any future appointment opportunities utilizing the internal communications channels of organizations, for example:

- Ontario Society of Professional Engineers
- Professional Engineers of Ontario
- Ontario Network of Women in Engineering
- Canadian Association of Women in Construction
- Ontario Building Officials Association
- Ontario Association of Architects

Annual Survey of Clients

The Commission intends to continue its independent survey which assists the Commission in determining satisfaction with levels of service delivery.

Green Initiatives

The Commission will work with the Ministry to examine viable means to reduce the environmental impact of services provided.



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OVERVIEW OF KEY BMEC ACTIVITIES

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Staff supporting the Commission is responsible for application management and customer service to persons wishing to apply to the Commission for an authorization. Upon receipt of an application, the Commission's Secretary ensures that the prescribed information and documentation has been submitted. The Secretary asks the Canadian Construction Materials Centre whether they have examined, or expressed an interest in examining, a product. If the Canadian Construction Materials Centre has examined, or expressed an interest in examining a product, the Commission may lack the jurisdiction to carry out an evaluation, pursuant to subsection 29(8) of the *Building Code Act, 1992*.

The Coordinator of Building Innovation is the senior Ministry staff person assigned to support the Commission, and is responsible for overall administration and policy development as directed by the Commission. This involves working with the Minister's Office regarding the appointments process, issues management, business planning, performance measurement, monitoring of expenditures, and ensuring compliance with agency sector requirements and Treasury Board/Management Board of Cabinet directives.

The Commission, as a whole, is required to make decisions on applications, but subcommittees are usually established to carry out detailed evaluations. These subcommittees consist of Commission members who are familiar with, and/or expert in, the field of technology associated with the application. The Commission may request comments from Ministry technical staff.

The number of evaluations conducted, and subsequent authorizations issued, are determined based on the volume of applications received. Typically, the Commission holds one general meeting each month, with approximately five to seven subcommittee meetings in the same period. The issuance of decisions by the Commission usually takes three to four months, depending on the complexity of the application and the additional information required of the applicants and the timeliness of their response.

The chart below provides a summary of the Commission's caseload over the last five years:

Fiscal Year	Applications Received	Authorizations Issued	Authorizations Amended or Revised	Authorizations Revoked
2012-2013	4	3	36	57
2013-2014	14	6	4	7
2014-2015	6	5	2	21
2015-2016	4	2	1	4
2016-2017*	3	1	3	10

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**The actuals for 2016-2017 do not reflect the entire fiscal period. The numbers are interim actuals that cover the period from April 1, 2016 to December 31, 2016.*

The rate of applications to the Commission has had some fluctuations during the past five fiscal years. A marked increase is noted for the 2013-2014 fiscal year, this may in part be the result of the 2012 Building Code coming into force on January 1, 2014. The Commission notes that the decrease in the number of applications received for the current fiscal year may be the result of the increase in the application fee.

In addition to the new applications noted above, the Commission also considers requests for amendments to existing authorizations and also reviews its authorizations for possible revocation. Applications for amendment are processed in much the same manner as a new application. The Commission reviews and evaluates the details of the proposed amendment as innovative products, systems and designs are modified and updated. The process for review and revocation adds to the work load of the Commission and its staff.

The Commission has noticed that both the technical and procedural complexity of the applications has increased, which results in lengthier reviews. The work required to communicate between the Commission and applicants for authorizations has increased, in that the correspondence prepared to provide the reasoning behind the denial of an authorization or the denial of part of an authorization has become much more detailed in recent years. Further, the number of occasions where the Commission has had to undertake a significant jurisdictional review of an application has increased. All of these factors have an impact on the number of subcommittee meetings required to fully evaluate new and innovative products.

Achievements

Several steps have been taken to enhance the Commission’s performance and accountability over the past several years, including continued monitoring of Commission-specific performance measures. The Commission identifies the following achievements:

- Continued to provide a cost effective and expeditious mechanism for evaluation of new and innovative materials, systems and building designs.
- Continued its practice of surveying clients after the close of the fiscal year (i.e. after March 31, 2016 for this business plan).
- Survey results of clients that used Commission services in the 2015-2016 fiscal year indicated that:
 - 100% felt that the processes and procedures were clear and understandable.
 - 100% felt that members demonstrated an appropriate level of expertise regarding the matter under consideration.
 - 100% felt that they were treated with courtesy throughout the application process and 100% felt they were treated with courtesy during the evaluation process.
 - 100% were satisfied with the overall level of service provided by the Commission.
- The Commission continued to maintain its compliance with the Management Board of Cabinet’s Agencies and Appointments Directive:
 - Its three year Business Plan was prepared, finalized and submitted within the specified time frame;
 - Its Annual Report for 2015-2016 fiscal year was completed and submitted within the specified time frame.



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Human Resources

The Commission presently has a total of 12 part-time members. All members are appointed by Order-in-Council. Management Board of Cabinet’s Agencies and Appointments Directive permits individuals appointed to the Commission to serve a combined term of appointment of up to 10 years.

The following divisions of the Ministry support the Commission in fulfilling the Agencies and Appointments Directive:

- the Municipal Services Division’s Building and Development Branch;
- the Business Management Division’s Corporate Services Branch, and Controllershship and Financial Planning Branch;
- Legal Services Branch; and
- Community Services I&IT Cluster.

The direct support staff assigned by the Ministry to the Commission consist of a 0.8 Full Time Equivalent (FTE) Commission Secretary, a 0.4 FTE Coordinator, Building Innovation, and a 0.4 FTE Administrative Assistant.

The staffing resources of the Commission are fully engaged in ensuring that the Commission maintains its current level of service and ensuring compliance with Management Board of Cabinet directives and other government initiatives related to provincial agencies. Any increase in volume of work, enhancements or improvements in service will require additional staff.

Financial Resources

The Commission has no financial budget of its own. The Commission is supported by Ministry staff. The operating expenses for this Commission are charged to the Ministry’s Municipal Services Division (Municipal Services and Building Regulation Vote/Item - 1902-04).

The chart below provides details on the costs associated with supporting the Commission:

Expense Type	2015-2016 Actuals ¹	2016-2017 Interim Actuals ²	2017-2018 Estimates	2018-2019 Estimates	2019-2020 Estimates
Per Diems	\$105,497	\$54,219 ³	\$108,000	\$112,000	\$112,000
Travel/Meeting Expenses	\$34,332	\$21,485	\$53,000	\$55,000	\$56,650
Other					

Administration	\$12,788	\$8,405	\$9,000	\$9,000	\$9,270
Subtotal	\$152,617 ⁴	\$84,109 ⁵	\$170,000 ⁶	\$176,000 ⁶	\$177,920 ⁶
Full Time Equivalents (FTEs)	1.6	1.6	1.6	1.6	1.6
FTE costs (salary + benefits)	\$123,892	\$125,426	\$150,000	\$152,000	\$156,560
TOTAL	\$276,509	\$209,535	\$320,000	\$328,000	\$334,480

¹ The Commission’s fiscal year runs from April 1 to March 31. The actuals for 2015-2016 cover the period from April 1, 2015 to March 31, 2016.

² The actuals for 2016-2017 do not reflect the entire fiscal period. The numbers are interim actuals that cover the period from April 1, 2016 to December 31, 2016.

³ As a result of a change in the way members are paid their per diems, the 2016-2017 per diem interim actuals reflect from April 2016 to November 2016.

⁴ The operating expenses cover costs associated with meetings, per diems for Commission members and reimbursement for out-of-pocket travel expenses related to meetings, including hotel accommodations, meal allowances (to maximum allowed through the Travel, Meal and Hospitality Expenses Directive), parking and public transit.

⁵ Some expense claims were not reflected in the 2016-2017 interim numbers, as the claims have not been processed.

⁶ The number of meetings is determined by the application rate. Member per diem compensation rates are established by the Management Board of Cabinet’s Agencies and Appointments Directive applying to part-time OIC appointed members. The expenditure estimates for 2017-2018 and ongoing are based on typical application rates (using historical data and projecting forward) and member per diem compensation rates.

Revenues

Revenues in the form of application fees are recorded as part of the Ministry of Municipal Affairs’ non-tax revenues.

Starting on January 1, 2015, the application fee increased from \$950 as seen in the following fee schedule:

- \$5,000 per application, effective January 1, 2015;
- \$7,000 per application, effective January 1, 2016;
- \$9,000 per application, effective January 1, 2017; and
- \$11,000 per application, effective January 1, 2018.

The chart below provides details of the revenues associated with applications to the Commission:

Revenues	2015-2016 Actuals	2016-2017 Interim Actuals ¹	2017-2018 Estimates ²	2018-2019 Estimates	2019-2020 Estimates
Application Fees	\$21,300	\$27,820	\$54,000	\$66,000	\$66,000
Total Revenues	\$21,300	\$27,820	\$54,000	\$66,000	\$66,000

¹ The actuals for 2016-2017 do not reflect the entire fiscal period. The numbers are interim actuals that cover the period from April 1, 2016 to December 31, 2016

² Revenue Estimates for 2017-2018 and ongoing are based on receiving 6 Commission applications per year based on the last Building Code cycle (2007-2012). Scheduled fee changes came into effect starting January 1, 2015 (e.g., fee change from \$950 to \$5,000 per application effective January 1, 2015 and \$7,000 per application effective January 1, 2016, \$9,000 per application effective January 1, 2017 and \$11,000 per application effective January 1, 2018).



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COMMUNICATIONS PLAN

The agency communicates with applicants and potential applicants through appropriate publications, forms and instructions, either posted on its public Internet site or distributed on request.

Telephone and email inquiries are responded to by the Secretary of the Commission or the Coordinator of Building Innovation.



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Changes in Demand

The increased complexity of applications received by the Commission and the move to green technologies, many of which may be considered innovative, will influence the need for appropriately skilled Commission members and the degree of administrative support required by the Commission. Skilled members and adequate staffing are required to maintain service levels.

When the 2012 edition of the Building Code came into force on January 1, 2014, the Commission began reviewing its existing authorizations against the new Building Code requirements to determine whether the Code has established requirements for materials, systems or building designs that were previously specified by individual authorizations.

A similar exercise will need to be undertaken when a new edition of the Building Code comes into force, these reviews may have an impact on the workload of the Commission.

In addition, the Commission instituted a five year expiry date on its authorizations. If current authorizations holders wish to continue to hold an authorization they would need to apply to the Commission every five years. This may have an impact on the workload of the Commission.

The increase in application fees may affect the number of applications received which would also have an impact on the workload of the Commission.

New Commission Members

The Commission will need to work at maintaining its membership both in terms of sufficient numbers of members and sufficient expertise to reflect the full spectrum of technical disciplines (e.g. plumbing, mechanical systems, on-site sewage systems, etc.) In addition, as noted above, the Commission will need to aim for gender diversity among its members in order to meet the government 40% target by 2019.

In previous Business Plans the Commission has indicated that it would be appropriate for new members to be appointed to the Commission before the existing membership had been decreased. This would allow existing members to mentor the newer appointees. Ideally an overlap of at least nine months would allow for knowledge transfer from existing members to newly appointed members and permit mentoring of new members.

While this did not occur for this round of appointments, the Commission strongly urges that this be taken into consideration for any future appointments.

Financial Pressures

As part-time appointees, Commission members receive remuneration in the form of a per diem as established by Treasury Board/Management Board of Cabinet. This per diem ranges from \$398 for members to \$491 for the Vice-Chair and \$627 for the Chair. Commission members are also reimbursed for out-of-pocket expenses associated with attending Commission meetings in Toronto and elsewhere in the

province. Costs and expenses associated with Commission activities, including operating costs and member per diems, form part of the overall budget for the Ministry of Municipal Affairs.

Changes to the Commission’s application rate and/or complexity of issues directly impact the Ministry’s budget in support of Commission activities.



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PERFORMANCE MEASURES AND TARGETS

The Commission has adopted the recommendations for performance measurement established in 2000 by the Agency Reform (Guzzo) Commission. These are: fairness, accessibility, timeliness, quality and consistency, transparency, expertise, optimum cost, and courtesy. While not all of the goals were rated as "high" priorities for the Commission, there are processes in place to ensure that all goals are integrated into the Commission's operation and are, therefore, adequately addressed. The chart below indicates how the Commission rated the goals. Performance measures were developed for goals that were rated "high" and "medium" and the results of the Commission's performance can be found in the chart that begins on page 12.

Chart 3

Goals	Ranking
Fairness	High
Accessibility	Low
Timeliness	High
Quality and Consistency	High
Transparency	Medium
Expertise	High
Optimum Cost	Low
Courtesy	Medium

* It should be noted that the term "Accessibility" for the purposes of the performance measurement recommendations of the Agency Reform Commission was related to providing seamless and simple access so that the public can receive quality and timely services regardless of their familiarity with the system.

Chart 4

Outcomes	Measures	Targets	2015-2016 Status	2017-2020 Commitments
Fairness (processes and procedures that are fair and are seen to be fair)	Applicants are satisfied that the process was balanced, appropriate and fair.	No more than 10% of Commission decisions should result in judicial review on an annual basis.	Target met. No complaints or judicial reviews in the 2015 - 2016 fiscal year.	Not more than 10% of Commission decisions should result in judicial review on an annual basis.
Timeliness (quick and careful evaluation of innovative construction	a) Average number of months from receipt of application to decision.	a) Decisions made within an average of four months after the first Commission	a) Target met. Decisions made within an average of four months after the first	a) Decisions made within an average of four months after the first Commission

materials, systems and designs)		consideration of an application.	Commission consideration of an application.	consideration of an application.
	b) Timely posting of authorizations on Commission internet site.	b) 85% of authorizations will be posted on the Commission internet site within 10 working days after French translation has been received.	b) Target met. 85% of the final authorizations posted on the Commission internet site within 10 working days after French translation was received.	b) 85% of authorizations will be posted on the Commission internet site within 10 working days after French translation has been received.
Quality and Consistency (process and procedures that have integrity and uniformity)	Applicants are satisfied that the Commission process was conducted with a high degree of quality and consistency.	85% of applicants feel that the process had a high degree of quality and consistency.	Target met. 2015 -2016 survey results indicate 100% of Commission clients felt that the process had a high degree of quality and consistency.	85% of applicants feel that the process had a high degree of quality and consistency.
Transparency (clear and understandable process and procedures)	Applicants are satisfied that the Commission process and procedures were clearly understood.	85% of applicants feel that the process and procedures were clear and understandable.	Target met. 2015 -2016 survey results indicate that 100% of Commission clients felt that the process and procedures were clear and understandable.	85% of applicants feel that the process and procedures were clear and understandable.
Expertise (Thoughtful and sound Building Materials Evaluation Commission decisions made due to technical competence of members)	a) Applicants are satisfied that the Commission members demonstrated an appropriate level of knowledge and technical competency b) Timely notice to the Minister's Office regarding upcoming Commission member terms of appointment expiration.	a) 85% of applicants feel that Commission authorizations reflected a high degree of technical knowledge and expertise appropriate to the proposal. b) Six months' notice is provided to the Minister's Office in advance of member's appointments expiring.	a) Target met. 2015 -2016 survey results indicate that 100% of Commission clients feel that Commission authorizations reflected a high degree of technical knowledge and expertise appropriate to the proposal. b) Target met. The Minister's Office was provided with six months' notice in advance of member appointments expiring in the fiscal year 2015 - 2016.	a) 85% of applicants feel that Commission authorizations reflected a high degree of technical knowledge and expertise appropriate to the proposal . b) Six months' notice will be provided to the Minister's Office in advance of member's appointments expiring.
Courtesy (polite and courteous treatment of all parties)	Parties are satisfied that they were treated with courtesy throughout the application and evaluation process.	80% of parties surveyed feel that they were treated with courtesy throughout the application and evaluation process.	Target met. 2015 -2016 survey results indicate that 100% of clients felt that they were treated with courtesy by Commission staff throughout the application process and 100% felt that they were treated with courtesy by the Commission	85% of applicants feel that they are treated with courtesy throughout the application and evaluation process.

			members.	
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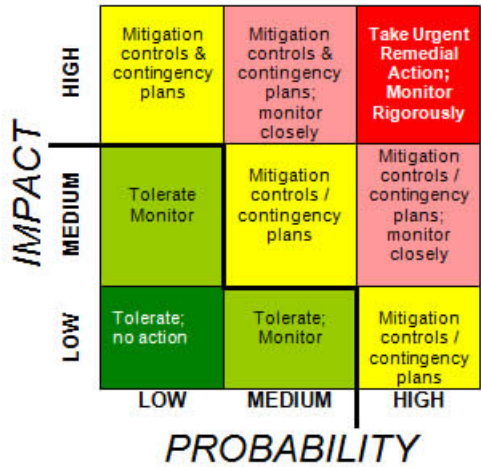
RISK ASSESSMENT

Based on Commission’s strategic directions and objectives, the following two risks to performance have been identified.

Mitigation strategies (including contingency plans, mitigation controls, and monitoring where required as part of prudent risk management protocols) are identified.

The Reference Impact and Probability Matrix used in this assessment is below.

RISK EVALUATION MATRIX



Risk #1: Lack of Knowledge Transfer/Succession Planning Impacting Timeliness and Quality

Issue:

Insufficient overlap between sitting members, whose terms are nearing expiration, and newly appointed members has historically resulted in slower processing of applications. Newly appointed members are unfamiliar with Commission processes; therefore there are delays in processing applications. Familiarity with past applications and Commission processes is important, and quality and speed of work suffers when there is insufficient overlap of member tenure.

Probability: LOW:

There are no members who reach their ten year maximum term during the three fiscal years covered by this plan.

Impact: LOW:

Seven new members were appointed to the Commission in November/December 2016. There are five experienced members who will mentor the new appointees.

With this risk being reduced to LOW probability and LOW impact, the Commission will tolerate this risk and will continue to monitor.

Risk #2: Shortage of Membership Expertise

Issue:

The Commission needs to ensure that the membership continues to consist of a sufficient number of members having the appropriate skills and expertise.

Probability: LOW:

The Commission operates at its best with between 14 and 16 members, including the Chair and Vice-Chair. The membership currently sits at 12 members which is an adequate number of members for the Commission to fulfil its mandate. The Commission would benefit from an additional three members, one of which should have expertise in on-site sewage systems and another having expertise in HVAC/plumbing.

Impact: LOW:

The Commission's membership currently sits at 12 members. This is an adequate number of members to enable the Commission to fulfil its mandate.

Staff of the Commission will provide the Chair with regular updates on the reappointment and recruitment process. The Chair will monitor the issue and, if necessary, will arrange for a meeting with the Minister's Office to discuss the matter.

Risk #3: Credibility and Accuracy of Current Authorizations

Issue:

The Commission has a mandate to evaluate and, if appropriate, issue authorizations for innovative building materials, systems or designs for use in construction in Ontario. Given that the Commission has been evaluating and authorizing building materials, systems or designs since 1976, it has an accumulation of authorizations that require review. For example, some would be redundant because they are now covered in the Building Code; some may be outdated, or products may no longer be in production. The Commission has begun special projects to review and manage the existing authorizations.

Probability: LOW:

The Commission believes that the program of updating and reviewing authorizations is reducing the probability of an out of date authorization being applied to a building and that the accuracy and credibility of the remaining authorizations is augmented by eliminating those no longer in use.

Impact: LOW:

The Commission had identified a risk in not undertaking this work on an ongoing basis and believes that this is a necessary exercise in order to ensure the continuing credibility and accuracy of its authorizations. The Commission believes that the public needs to feel confident that the information contained within authorizations is current and accurate. As the Commission has made progress in its special project to manage its existing authorizations and continues to review its authorizations, the risk can be reduced to low.

With this risk being reduced to LOW probability and LOW impact, the Commission will tolerate this risk and will continue to monitor.