

Building Innovation Task Group Terms of Reference

1. Purpose

The Building Innovation Task Group's purpose is to combine member representatives from across the province to explore, develop, and promote innovative housing solutions and practices that address current and future housing challenges. The group aims to enhance housing affordability, quality and performance.

Key objectives:

- To identify and assess innovative housing archetypes and technologies that can be implemented within B.C.
- To evaluate and recommend policy changes that encourage innovative housing solutions.
- To provide a platform for sharing best practices, research, and case studies related to housing innovation.

2. Structure and Criteria for Participation

The Building Innovation Task Group is a task group of the CHBA BC Technical Research Committee (TRC) and chaired by a TRC representative, who will report back to the TRC as required.

The task group shall be comprised of a minimum of five (5) CHBA members. Every effort will be made to include members from CHBA local associations throughout the province, which shall include:

- At least one builder and one renovator
- At least one technical professional (energy advisor, building designer, inspector, architect, engineer, etc.)

3. Responsibilities

a. Chair

The Chair shall be responsible for advising TRC on building innovation matters, best practices and recommendations. The Chair will coordinate efforts of the task group including setting the content of the agenda; providing direction and procedure at meetings; and setting dates of meetings.

b. Task Group Members

Members shall identify, research and address issues including supplying the Association with information regarding emerging and/or developing construction practices, technologies, and innovative solutions that have a potential impact on the residential construction industry in British Columbia.

c. Staff

CHBA BC staff provide support to the task group, act as a liaison with other committees as required, ensure that agendas are distributed prior to meetings, and meeting minutes are recorded and shared with all members.

4. Meetings

The task group will meet through video conference on a bi-monthly or an ad hoc basis. To support provincial consultations, research, and other advocacy activities, CHBA BC staff may also request feedback from task group members via email outside of scheduled meetings.

5. Conduct of members

As a member of the Building Innovation Task Group, you agree to the code of conduct as outlined. This means—among other things—that task group members:

- act with respect to all participants on the task group and follow the practice of consensus-based decision making as a voting member.
- provide their expertise and knowledge of the issues at hand to develop solutions in the best interests of the provincial level of the Association and of the entire provincial membership.
- declare any real or apparent conflict of interest between private interests and the interests of the Association, and in such case, abstain from voting. Subject to the Chair's agreement, the task group member may participate in discussion of the matter. The task group member should consult with the Chair if in doubt about whether a real or apparent conflict exists.
- assure that their personal opinion will be clearly identified as such, so that it will not be construed as the Association's Policy.