

members which assisted in ensuring that the home buying/selling market throughout the pandemic.

New Members

In the year since the last audit, to date there have been 47 applications to join BAR, 12 new members were admitted, 11 applications are still open and 21 members left. BAR have very strict basic criteria in relation to the status of potential members, including, for example, number of years trading, annual turnover. Many applicants are rejected at the early stages of their application as they do not fulfil these basic criteria.

Two completed applications were examined containing the application form, inspectors written reports and initial inspection reports. Evidence was supplied to confirm any non-conformities identified by the inspector which were followed up and re-checked by BAR. There have been no changes in the application process since the last audit.

Best Practice:

A full application checklist is followed to ensure consistency in processing applications. Details of new applications are shared with the relevant Area Secretaries, the Chair of BAR and BAR members and are then reviewed, approved/rejected by the BAR Advisory Committee.

Existing Member Inspections/Audit

The Member Inspection process is managed by BAR but carried out by an external team of qualified auditors employed by Quality Service Standards Ltd, a UKAS (United Kingdom Accreditation Service) a wholly owned subsidiary of BAR and covers the whole of the United Kingdom.

Two completed audits were examined from April/May 2022. Members to be audited are sent a Pre-Audit Submission form to be completed and returned prior to the audit date. There was evidence that those members with nonconformities had received a PDF report highlighting any issues requiring action within 30 days. 100% of members are inspected annually and this remains a key strength of the BAR Code. The inspections assess compliance against each element of the membership criteria and BAR Code of Practice.

In the year since the last audit, BAR carried out 508 inspections, this includes annual inspections for current members including inspections of multiple branches of members, new applicant inspections and follow-up inspections.

