



Devon Building Control Partnership



Forde House  
Newton Abbot  
Telephone No: 01626 215112

E-mail: [comsec@teignbridge.gov.uk](mailto:comsec@teignbridge.gov.uk)

16 April 2019

## DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE

Dear Councillor

You are invited to a meeting of the above Committee which will take place on **Friday, 26th April, 2019** in the Dining Room, Old Forde House, Brunel Road, Newton Abbot, TQ12 4XX at **10.30 am**

Yours sincerely

PHIL SHEARS  
Managing Director

Distribution:

- (1) The Members of the Devon Building Control Partnership Committee (subject to confirmation of Executive Members by the Leader)

Councillor Terry Pearce (Chairman)	West Devon Borough Council
Councillor Dennis Smith (Vice-Chairman)	Teignbridge District Council
Councillor Hilary Bastone	South Hams District Council
Councillor Rob Steer	South Hams District Council
Councillor Patrick Kimber	West Devon Borough Council
Councillor Humphrey Clemens	Teignbridge District Council

A link to the agenda on the Council's website is emailed FOR INFORMATION (less reports (if any) containing Exempt Information referred to in Part II of the agenda), to:

- (1) All other Members of the Council
- (2) Representatives of the Press
- (3) Requesting Town and Parish Councils

**If Councillors have any questions relating to predetermination or interests in items on this Agenda, please contact the Monitoring Officer in advance of the meeting**

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- Reports in Parts I and III of this agenda are for public information. Any reports in Part II are exempt from publication due to the information included, under the provisions of the Local Government Act 1972.

## **AGENDA**

### **Part I**

#### **Part I (Open to the Public)**

1. Apologies for absence
2. Minutes (Pages 1 - 4)  
To confirm the minutes of the previous meeting.
3. Agreement of the agenda between Parts I and II.
4. Matters of urgency/matters of report especially brought forward with the permission of the Chairman.
5. Declarations of interest.
6. Quarterly Performance Report (Pages 5 - 8)

### **Part II (Private)**

**Items which may be taken in the absence of the Public and Press on grounds that Exempt Information may be disclosed.**

7. Exclusion of the Press and Public

The Partnership to resolve:

That under Section 100 (A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 and 3 of Schedule 12A of the Act.

8. Quarterly Performance Report (Pages 9 - 20)

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**DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE****25 JANUARY 2019**Present:

Councillors Pearce (Chairman), Smith (Deputy Chairman), Kimber, Clemens and Steer

Apologies:

Councillor Bastone  
Darren Arulvasagam, Business Development Group Manager (South Hams)

Officers in Attendance:

Andrew Carpenter - Business Manager - Head of Building Control Partnership  
David Bealing - Operational Group Leader  
Nicola Denton - Business Development and Support Manager  
Richard Sampson - Area Building Control Surveyor  
Clare Moors - Accountant  
Sharon Sissons - Democratic Services Officer (Exeter City Council)

**18. MINUTES**

The minutes of the meeting held on 9 November 2018 were approved as a correct record and signed by the Chairman.

**19. DECLARATIONS OF INTEREST.**

No declarations of interest were made.

**20. OPERATIONAL REPORT**

The Operational Group Leader presented the detail of the Operational report, which monitored the performance, service delivery, development and action plans of the Partnership, which covered the building control service across South Hams and Teignbridge District Councils and West Devon Borough Council, for the period up to the 30 December 2018.

Following a successful new mobile software trial, he advised that seven surveyors were now able to access the software through their iPads, with obvious benefits, particularly in relation to their record keeping and improved ability to link into the back office systems. The roll-out to the remaining surveyors would continue over the coming months. There had been an update to the Review of the Building Regulations and Fire Safety, namely Approved Document B and Regulation 7, which came into force on 21 December and set out the changes, which were also detailed in the report. It had been beneficial to have the detail in respect of combustible materials formalised. The Chairman made

reference to the independent review of Building Regulations and Fire Safety following the Grenfell Tower fire and commented on the final Hackitt Report which had been published. The Head of Devon Building Control Partnership welcomed the opportunity for greater simplification of the regulations in respect of buildings over 18m.

A very successful Builders Recognition Event had been held in November, with over 70 builders attending, and the opportunity for local builders to be acknowledged for their good work was much appreciated. The 2019 Building Control Partnership Awards were also due to be held on 21 February, at the Dartmoor Lodge Ashburton. The event was already oversubscribed, with 18 categories involving over 33 projects from all over the Partnership area, with architects as well as builders and developers invited in recognition of their work.

Members were advised that a member of staff was currently awaiting confirmation that they had achieved registration as a National Level 6 Surveyor, and the Partnership had been successful in achieving the LABC Quality Management System, UKAS Accredited ISO 9001 Certification. Details of this would be used on their dedicated web site. The Chairman thanked the Head of Building Control Partnership and the Business development and Support Manager and the team for their hard work in achieving this.

Resolved – The report be noted.

## **21. EXCLUSION OF THE PRESS AND PUBLIC**

The Chairman moved the following resolution:

Resolved – That under Section 100 (A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A of the Act.

## **22. OPERATIONAL REPORT**

The Operational Group Leader presented the detail of the Operational report, which monitored the performance, service delivery, development and action plans of the Partnership for the period up to the 30 December 2018. It was noted that every opportunity was taken to identify and generate new income opportunities as well as gain valuable experience for staff in a very reactive environment.

He also referred to the efforts made to develop their market share which included expansion of their armoury of social media tools, as well as regular technical training events being held throughout the year by Devon Building Control Partnership and Plymouth City Council, which provided an opportunity for learning as well as sharing good practice. The Devon Building Control Partnership Awards would be held on 21 February 2019 and plans were also being drawn up for an event in October under the Building Together Banner.

Members discussed the observed protocol for Building Control inspections. The Chairman was aware of the many comments received by Building Control and suggested that a letter be written to the Housing Minister seeking his support to uphold the expected building standards, particularly by volume house builders.

Resolved - The report be noted, and the Head of Building Control Partnership agreed to draft a letter of behalf of the Chairman to the Housing Minister with regards to building standards.

### **23. FINANCIAL MONITORING REPORT**

The Head of Building Control Partnership presented an update on the financial performance of the Partnership.

The importance of succession planning in relation to staffing within the Partnership was discussed, and Members agreed that ensuring the support of staff through structured training and guidance was an important element of the future of their business planning. The Chairman welcomed any opportunity to ensure that staff were able to progress their careers within the Building Control Partnership.

Councillor Steer proposed and Councillor Kimber seconded that a report on a number of aspects of recruitment be presented to include a definitive progression pathway for apprentices to a future meeting of this Committee.

Resolved – The report be noted and a report on staffing matters be presented to a future meeting.

Chairman

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## **Devon Building Control Partnership**

South Hams District Council  
Teignbridge District Council  
West Devon Borough Council

**Chairman: Cllr Terry Pearce**

**DATE:** 26 April 2019  
**REPORT OF:** Andrew Carpenter – Head of Partnership  
**SUBJECT:** Quarterly Report

### **PART I**

#### **Recommendation:**

The Devon Building Control Partnership Committee is asked to note the report.

#### **1. PURPOSE**

To monitor the performance of the partnership.

#### **2. BACKGROUND**

The Partnership Agreement that came into operation on 1st April 2017 is hosted by Teignbridge District Council.

#### **3. MAIN IMPLICATIONS**

##### **3.1 OVERVIEW:**

Area Surveyors and Tech Support colleagues continue to work diligently and efficiently. All workload is professionally actioned and is reflected by positive stakeholder feedback. DBCP's successful marketing campaign is further reducing Approved Inspector market-share. Several high-profile dangerous structures have been effectively resolved by surveyors. DBCP need to ensure all employees are valued and appreciated in order to avoid staff being targeted and head-hunted by competitors.

##### **3.2 POLICY & PROCEDURE:**

###### **3.2.1 ISOQAR Recognition:**

DBCP have been approved by Alcamus ISOQAR to receive registration under ISO 9001:2015 for the Provision of Public Sector Building Control and Public Protection Services. This award reflects the hard work by all colleagues to ensure a high standard of service is provided to all stakeholders. LABC (Local Authority Building Control) is aiming to achieve consistency across all building control providers throughout the country and this recognition is a fundamental element in achieving this.

### **3.2.2 Dangerous Structures:**

DBCP Area Surveyors have successfully dealt with several high-profile dangerous structures in Kingsbridge, Totnes and Teignmouth. DBCP were also first-responders following the gas explosion in Buckfastleigh.

### **3.2.3 BC Mobile:**

The majority of Area Surveyors have now been kitted-out with iPads to enable remote access to plans whilst on site. Positive feedback has been received from all surveyors regarding the benefit this has brought and the advantage of being able to dictate/type inspection notes remotely.

## **3.3 MARKETING:**

### **3.3.1 Devon Building Control Awards:**

DBCP held its prestigious award ceremony at The Dartmoor Lodge, Ashburton on 21 February 2019. There were 18 separate categories with 32 winning projects and 30 highly commended projects. All entries were nominated by DBCP Area Surveyors. Extremely positive feedback was received from all whom attended the awards. All entries were genuinely touched at having their achievements recognised and they placed great emphasis on being officially recognised by DBCP.

### **3.3.2 Building Together Devon:**

This is a combined marketing event with Plymouth Building Control which will be held at the River Dart Country Park, Ashburton on 11 October 2019. The event will feature trade stands and technical seminars. The aim of the event is to establish new business opportunities as well as offering key stakeholders relevant CPD.

### **3.3.3 Social Media Platforms:**

Following the success of the DBC Twitter feed, DBC have further expanded their social media platforms by launching a new Facebook page.

## **3.4 MISCELLANEOUS:**

### **3.4.1 Surveyor Training**

An in-house "Structural Mechanics" refresher course has been scheduled for all Area Surveyors on 1 May 2019.

### **3.4.2 Additional services:**

One of the Partnership's Area Surveyors will imminently become qualified to undertake SAP calculations. This will provide DBCP with a valuable and lucrative additional income stream.

**Scott Adams**  
**Devon Building Control Partnership**

**4. GROUPS CONSULTED**

Teignbridge District Council, South Hams District Council and West Devon Borough Council.

<b>Wards affected</b>	All
<b>Contact for any more information</b>	Scott Adams 01626 215752 <a href="mailto:scott.adams@devonbuildingcontrol.gov.uk">scott.adams@devonbuildingcontrol.gov.uk</a> or Andrew Carpenter 01626 215721 <a href="mailto:andrew.carpenter@devonbuildingcontrol.gov.uk">andrew.carpenter@devonbuildingcontrol.gov.uk</a>

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