

5 February 2021

## **DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE**

A meeting of the **Devon Building Control Partnership Committee** will be held on **Friday, 12th February, 2021 at 10.00 am**. This will be a virtual meeting and you can observe the meeting [via our Youtube Page](#).

PHIL SHEARS  
Managing Director

### **Membership:**

Councillors Bastone, Birch, Taylor, Haines, Kimber and Pearce

**Please Note:** The meeting will be live streamed with the exception where there are confidential or exempt items, which may need to be considered in the absence of the media and public.

## **AGENDA**

1. **Apologies for absence**
2. **Minutes** (Pages 3 - 4)
3. **Declarations of interest.**

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.

4. **Chairs Announcements**
5. **Operational report Part 1** (Pages 5 - 10)

6. **Local Government (Access to Information) Act 1985 -  
Exclusion of Press and Public**

It is considered that the Committee would be unlikely to exclude the press and public during consideration of the items on this agenda, but if it should wish to do so, the following resolution should be passed:-

**RECOMMENDED** that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting of the particular item(s) on the grounds that it involve(s) the likely disclosure of exempt information as defined in the relevant paragraphs of Part 1 of Schedule 12A of the Act.

**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. **Operational report Part 2** (Pages 11 - 24)
8. **Quarterly Financial Monitoring Report Part 2** (Pages 25 - 28)

If you would like this information in another format, please telephone 01626 361101 or e-mail [info@teignbridge.gov.uk](mailto:info@teignbridge.gov.uk)

**DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE****13 NOVEMBER 2020**Present:

Councillors Bastone, Birch, Taylor, Haines, Kimber and Pearce

Officers in Attendance:

Andrew Carpenter, Business Manager - Head of Building Control Partnership

Drew Powell, Business Manager

Christopher Morgan, Trainee Democratic Services Officer

Trish Corns, Democratic Services Officer

Nicola Denton, Business Development And Support Manager

**64. MINUTES**

The minutes of the previous meeting held on 7 July were signed as a correct record by the Chair.

**65. OPERATIONAL REPORT PART 1**

The report circulated with the agenda gave an update on the operational performance of the Partnership after the past financial year. The information and level of service met performance targets listed in the Partnership Agreement.

Resolved.

That the Committee note the report.

**66. OPERATIONAL REPORT PART 2**

The report was presented. The Head of the Partnership updated the Committee on the running of Devon Building Control, including events, staffing, and Covid-19 impact.

Resolved

That the Committee notes the report.

**67. QUARTERLY FINANCIAL MONITORING REPORT PART 2**

The report was presented. This included information on expenditure and income.

The Committee also received a presentation from a representative of the LABC.

Devon Building Control Partnership Committee (13.11.2020)

Resolved

That the Committee notes the report.

The meeting started at 10:00am and finished at 12:30am

Chair  
Councillor Mike Haines



**DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE**

**MEETING DATE 12 FEBRUARY 2021**

<b>Report Title</b>	Operational Report Part 1
<b>Purpose of Report</b>	To provide an update on the operational performance of the Partnership between 1 October and 31 December 2020.
<b>Recommendation(s)</b>	<b>The Committee RESOLVES to:</b>  <b>(1) Note the report</b>

<b>Financial Implications</b>	There are no financial implications highlighted in the report Tel 01626 215248 <a href="mailto:clare.moors@teignbridge.gov.uk">clare.moors@teignbridge.gov.uk</a>
<b>Legal Implications</b>	“No direct legal implications” <a href="mailto:Karen.Trickey@Teignbridge.gov.uk">Karen Trickey Karen.Trickey@Teignbridge.gov.uk</a>
<b>Risk Assessment</b>	The risks to the Partnership, listed in 2.3 below, are currently being managed. Andrew Carpenter Tel: 01626 215721 Email: <a href="mailto:andrew.carpenter@devonbuildingcontrol.gov.uk">andrew.carpenter@devonbuildingcontrol.gov.uk</a>
<b>Environmental/ Climate Change Implications</b>	Building control bodies will need to ensure they work within the limits of their “professional skill and care” whilst conducting virtual inspections, as highlighted in sections 2.1. This should act to prevent under-compliance in development energy efficiency standards, where relevant.  Environmental benefits associated with working from home, as identified in section 2.4 will depend on individual homeworking arrangements, commuting distances and use of energy within unoccupied office spaces.  William Elliott Climate Change Officer <a href="mailto:William.elliott@teignbridge.gov.uk">William.elliott@teignbridge.gov.uk</a>
<b>Report Author</b>	Andrew Carpenter Tel: 01626 215721 Email: <a href="mailto:andrew.carpenter@devonbuildingcontrol.gov.uk">andrew.carpenter@devonbuildingcontrol.gov.uk</a>
<b>Partnership Chairman</b>	Cllr Mike Haines <a href="mailto:mike.haines@teignbridge.gov.uk">mike.haines@teignbridge.gov.uk</a>
<b>Appendices</b>	
<b>Background Papers</b>	None

## 1. PURPOSE

The Partnership operates under the Devon Building Control Partnership Agreement 2017.

## 2. REPORT DETAIL

### 2.1 Operation

#### 2.1.1 Performance

The Partnership has continued to meet all PI’s throughout the period. Despite a lockdown in November and ongoing Covid restrictions, the construction industry has continued and as a result workloads have remained high.

### **2.1.2 Staff**

One surveyor left the Partnership at the end of September 2020. The post was recently advertised and following a successful interview the post has recently been offered and verbally accepted.

### **2.1.3 Covid 19**

The arrangements that were put in place during Spring 2020 to enable staff to work from home have continued successfully. Forde House is fully Covid compliant and is therefore able to be used if needed, however the majority of staff are able to work from home. One surveyor remains working from the office and occasionally up to two others, together with Tech Support at least once a week.

Site inspections have been risk assessed and carried out where appropriate. Where practical and after consultation with the surveyor some virtual inspections have continued to be made. During the recent lockdown site inspections have only been carried out if absolutely necessary and in most cases avoiding entering occupied buildings. The following Government advice for building control is being followed:

*Building Control Bodies should continue to undertake normal, regular on-site inspection activity where this can be done safely, in line with Public Health England guidance. Building Control Bodies may wish to consider the use of alternative methods of checking compliance to supplement physical inspections, for example using digital photographs and video or other remote means of checking compliance.*

*Building Control Bodies should satisfy themselves within the limits of their professional skill and care that these remote inspections are used appropriately. Remote inspections should not normally be used as the sole method of assessing compliance.*

### **2.1.4 Head of Partnership**

Interviews were held for the Head of Partnership post in December. The successful applicant, subject to confirmation, is due to start in April 2021. The

current post holder, Andrew Carpenter is due to retire from his post on 31<sup>st</sup> March 2021.

### **2.1.5 Marketing and events**

All events continue have been either cancelled or postponed until further notice due to Covid 19 restrictions and ongoing uncertainty over how long these may continue. The possibility of arranging some online events, such as webinars is being considered.

## **2.2 Legal**

The Partnership, currently hosted by Teignbridge District Council, meets quarterly to monitor its performance. Performance monitoring is required under the Partnership Agreement that came into operation on 1st April 2017

## **2.3 Risks**

Risks to the Partnership's business are documented and reviewed annually.

The risks to the Partnership are:

Failure to deliver the service

Staff resourcing

Loss of Market share

Lack of ability to react to changes in policy/legislation

Changing workload

Failure to break even financially

Withdrawal of a Partner council

2.3.1 Currently these risks are successfully managed.

## **2.4 Environmental/Climate Change Impact**

There are no direct carbon/environmental implications arising from the recommendations in the report. It is noted that reduced travel as a result of Covid restrictions has contributed to some positive environmental impact.

## **3. CONCLUSION**

The Partnership Account continues to be managed by the Host Council in accordance with the Partnership Agreement, maintaining cost effectiveness and in accordance with agreed budgets.

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