



Devon Building Control Partnership



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25 April 2022

DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE

Dear Councillor

You are invited to a meeting of the above Committee which will take place on **Friday, 6th May, 2022** in the Teignbridge Business Centre, Cavalier Road, Heathfield, Newton Abbot, Devon, TQ12 6TZ at **10.00 am**

Yours sincerely

PHIL SHEARS
Managing Director

Distribution:

(1) The Members of the Devon Building Control Partnership Committee:

Councillor Hilary Bastone
Councillor John Birch
Councillor Gary Taylor
Councillor Mike Haines
Councillor Terry Pearce
Councillor Barry Ratcliffe

South Hams District Council
South Hams District Council
Teignbridge District Council
Teignbridge District Council
West Devon Borough Council
West Devon Borough 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

Public Access Statement

- There is an opportunity for members of the public to ask questions at this meeting. Please submit your questions to comsec@teignbridge.gov.uk two working days before the meeting.
- If you would like this information in another format, please telephone 01626 361101 or e-mail info@teignbridge.gov.uk
- Agendas and reports are normally published on the Council's website <http://www.teignbridge.gov.uk/agendas> 5 working days prior to the meeting. If you would like to receive an e-mail which contains a link to the website for all forthcoming meetings, please email comsec@teignbridge.gov.uk
- 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.

A G E N D A

Part I

Part I (Open to the Public)

1. Apologies for absence
2. Minutes (Pages 5 - 6)
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. Part 1 Operation Report (Pages 7 - 10)
5. Local Government (Access to Information) Act 1985 - Exclusion of Press and Public
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.

6. Part 2 May 2022 Operational report (Pages 11 - 16)
7. Part 2 Operational Plan Q4 2021-22 (Pages 17 - 30)

8. Part 2 Quarterly Financial Monitoring Report May 2022 (Pages 31 - 34)

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DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE**4 FEBRUARY 2022**Present:

Councillors Bastone, Birch, Taylor, Haines (Chair), Pearce and Ratcliffe

Officers in Attendance:

Drew Powell, Business Manager

Scott Adams, Group Leader, Strategic Place - Building Control

Christopher Morgan, Trainee Democratic Services Officer

Nigel Hunt, Head of Partnership

87. MINUTES

It was agreed by the Committee that the minutes of the previous meeting be approved as a correct record and signed by the chair.

88. OPERATIONAL REPORT PART 1

The Head of the Partnership presented the report to the Committee.

Resolved

That the Committee note the report.

89. OPERATIONAL PLAN Q3 2021-22

The Head of the Partnership introduced the item. This included structure, strategy, and priorities.

Resolved.

That the Committee note the report.

90. OPERATIONAL REPORT PART 2

The Head of the Partnership presented the report to the Committee. This included updates on performance, staffing, marketing and events.

Resolved

That the Committee note the report.

91. QUARTERLY FINANCIAL MONITORING REPORT

The Head of the Partnership introduced the report. This included updates on the financial situation of the Partnership such as revenue and spending.

Resolved.

That the Committee note the report.

The meeting started at 10.00 am and finished at 11.15 am.

Chair
Cllr Mike Haines



DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE

MEETING DATE 6TH MAY 2022

Report Title	Operational Report Part 1
Purpose of Report	To provide an update on the operational performance of the Partnership between January and March 2022.
Recommendation(s)	The Committee RESOLVES to: (1) Note the report
Financial Implications	No specific financial implications highlighted in the report. Anita Carpenter Tel 01626 215248 anita.carpenter@teignbridge.gov.uk
Legal Implications	“no specific legal implications” Karen Trickey Karen.Trickey@Teignbridge.gov.uk
Risk Assessment	The risks to the Partnership are currently being managed. Nigel Hunt Tel: 01626 215721 Email: nigel.hunt@devonbuildingcontrol.gov.uk
Environmental/ Climate Change Implications	The ability of Building Control to deliver services during times of increased restrictions on physical site inspections may have implications on the energy and carbon performance of buildings, however, experience from the initial lockdown in Spring 2020 and an increase in agile working has helped to mitigate any significant negative effects. William Elliott Climate Change Officer William.elliott@teignbridge.gov.uk
Report Author	Nigel Hunt Tel: 01626 215721 Email: nigel.hunt@devonbuildingcontrol.gov.uk
Partnership Chairman	Cllr Mike Haines mike.haines@teignbridge.gov.uk
Appendices	
Background Papers	None

1. PURPOSE

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

2. REPORT DETAIL

The reports for the Joint Committee meetings are supported by the Partnership's Operational/Business Plan. This will be the main source of information/discussion with additional sensitive information contained in the Part 2 report. Also, as all financial information is considered confidential under the various Cipfa guidelines and Local Government Acts pertaining to Building Control there will no longer be any such information disclosed in Part 1 reports. The only financial data that the partnership is obliged to publish is a brief summary of our end of year accounts

2.1 Operation

The Partnership has been in operation for 17 years and is hosted by Teignbridge District Council

The Partnership continues to successfully deliver the building control service across the three Authorities, maintaining high standards, meeting all statutory PIs and continues to operate within agreed annual budgets.

Performance

The Partnership continues to maintain all levels of service relating to PIs and receives positive comments from customers.

Staff

A recent service review has identified additional staffing requirements which the Partnership has had limited success in fulfilling on a fixed term basis, so we are now advertising for a permanent position.

Marketing and events

The Partnership has re-commenced hosting events with a customer briefings recommencing in November 2021 and will continue to do so going forward. The Partnership is had a significant role in organising the South West LABC Conference

Committee Devon Building Control Partnership
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which was held in March 2022. The Partnership will be holding its annual awards ceremony at Newton Abbot Racecourse on the evening of the 19th May and will also be exhibiting at the Devon County Show in June 2022..

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

2.4 Environmental/Climate Change Impact

There are no direct carbon/environmental implications arising from the recommendations in the report. However, it should be noted that the Partnership will be taking an active role in supporting the South West Energy Partnership (between Devon, Bristol and Plymouth Councils) on low carbon projects in the region, primarily retrofit.

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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DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE

MEETING DATE 6TH MAY 2022

Report Title	Quarterly Financial Report May 2022 Part 2
Purpose of Report	To provide an update on the financial performance of the Devon Building Control Partnership between January and March 2022.
Recommendation(s)	The Committee RESOLVES to: (1) Note the report
Financial Implications	DBCP remains in a good financial position. If a down turn was to occur in the remainder of the year, it is unlikely it would cause a budget pressure for the partner authorities.
Legal Implications	“no specific legal implications” Karen Trickey Karen.Trickey@Teignbridge.gov.uk
Risk Assessment	The risks to the Partnership are currently being managed. Nigel Hunt Tel: 01626 215721 Email: Nigel.Hunt@devonbuildingcontrol.gov.uk
Environmental/ Climate Change Implications	<i>There are no environmental implications associated with financial aspects of this committee report. 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.</i> <i>William Elliott Climate Change Officer Email: william.elliott@teignbridge.gov.uk”</i>
Report Author	Nigel Hunt Tel: 01626 215721 Email: Nigel.Hunt@devonbuildingcontrol.gov.uk
Partnership Chairman	Cllr Mike Haines mike.haines@teignbridge.gov.uk
Appendices	
Background Papers	None

1. PURPOSE

Under the partnership agreement effective from April 2017 the responsibilities of the Partnership Committee include the agreement of budgets, monitor performance, approve the statement of accounts and agree any distribution of surpluses/deficits.

2. REPORT DETAIL

2.1 Financial

The full financial monitoring report for Q4 is currently not available due to end of fiscal year closure. However, an indication of income only for Q4 of 2021/22 is below.

		DBCP Income 2021-22						
No. wks	21/22	Monthly			Cumulative		Target	Actual
		Orig Target	Revised Target	Actual/Est	Revised Target	Actual/Est		
5	April	68,331	73,210	102,323	73,210	102,323	7.0%	9.8%
4	May	89,163	95,530	95,116	168,740	197,439	16.1%	18.9%
5	June	82,157	88,024	107,376	256,764	304,815	24.5%	29.1%
4	July	84,048	90,050	86,824	346,814	391,639	33.1%	37.4%
4	August	96,493	103,384	77,549	450,198	469,188	43.0%	44.8%
5	September	89,315	95,692	106,631	545,890	575,819	52.1%	55.0%
4	October	81,005	86,790	65,571	632,680	641,390	60.4%	61.2%
4	November	79,717	85,409	92,180	718,089	733,570	68.6%	70.0%
5	December	51,234	54,893	68,824	772,982	802,395	73.8%	76.6%
4	January	91,829	98,387	115,086	871,369	917,480	83.2%	87.6%
4	February	79,482	85,157	113,716	956,526	1,031,197	91.3%	98.5%
5	March	84,724	90,774	90,774	1,047,300	1,121,971	100.0%	107.1%
							74,671	diff

		DBCP Income 2020-21					
No. wks 20/21		Monthly		Cumulative		% diff on prev yr	
		Actual	Diff	Actual	Diff		
5	April	54,200	48,123	54,200	48,123	88.8%	Lockdown due to coronavirus outbreak 23/03/20
4	May	64,990	30,127	119,190	78,250	65.7%	
4	June	96,894	10,482	216,084	88,731	41.1%	
5	July	103,071	-16,247	319,154	72,485	22.7%	
4	August	99,345	-21,796	418,500	50,688	12.1%	
5	September	105,422	1,209	523,922	51,897	9.9%	2nd lockdown
4	October	82,221	-16,649	606,143	35,248	5.8%	
4	November	82,777	9,402	688,920	44,650	6.5%	
5	December	55,622	13,202	744,542	57,853	7.8%	3rd lockdown
4	January	79,624	35,462	824,166	93,314	11.3%	
4	February	102,160	11,556	926,327	104,870	11.3%	
4	March	112,313	-21,539	1,038,640	83,331	8.0%	

Monthly Monitoring

- Building activity continues to be higher than previous years
- Despite some predictions of a downturn there are currently no significant indications of this.
- February was another good month with February's income up **£28,559** on the revised target for the month. Overall income is **£74,671** higher than the revised budget for the year to date. Compared to last year, income is **£104,870** higher on the budget to date. Prior to that January was the best month for income with income up **£16,699** on the revised target for the month.

2.2 Legal

The budget is required to allow the partnership to meet its obligations under the agreement

2.3 Risks

Risks associated with the setting of the budget are that fee income will not be met and the service will not be funded. These risks continue to be adequately managed.

2.4 Environmental/Climate Change Impact

There will be a net carbon reduction as a result of reduced travelling that resulted from Covid restrictions and ongoing use of virtual inspections, where appropriate. Most staff continue to work from home, also contributing to carbon reductions through reduce travelling to work.

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.