

# **DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE**

**25 MARCH 2024**

Present:

Councillors Birch, Cheadle, McKay, C Parker, Southcott (Chair) and G Taylor (Vice-Chair)

Officers in Attendance:

Drew Powell, Corporate Director – Strategy and Governance  
Christopher Morgan, Trainee Democratic Services Officer  
Nigel Hunt, Head of the Partnership  
Lisa Lake, Business Development and Partnership Support Manager  
Nicola Denton, Business Development and Support Manager  
David Bealing, Building Control Group Manager  
Raine Tudor-Williams, Democratic Services Administration Assistant  
Anita Carpenter, Accountant

**1. MINUTES**

It was proposed by Cllr C Parker and seconded by Cllr G Taylor that the minutes of the previous meeting be agreed as a correct record and signed by the chair.

Resolved

That the minutes of the previous meeting be agreed as a correct record and signed by the chair.

**2. DECLARATIONS OF INTEREST.**

None.

**3. APPOINTMENT OF REPRESENTATIVES**

The Committee discussed the use of substitutes which is outlined in the standing orders. They agreed that officers would bring the appointment of committee substitutes to the Partners' Full Councils.

It was agreed that the standing orders would be circulated to committee members in order to consider additional amendments to them regarding the appointment of substitutes and correcting wording at a future meeting.

**4. ADMINISTRATION OF THE PARTNERSHIP**

It was proposed by Cllr Southcott and seconded by Cllr C Parker that the Committee move into part 2 to discuss this item.

The Committee discussed the administration of the Partnership by officers. It was agreed that a working group would be created comprising one member and one officer from each council in the partnership plus the head of the partnership. This group's role would be to work through the partnership agreement and consider amendments as well as to highlight where action was needed. The Councillors sitting on the group would be Birch, G Taylor and Southcott.

Resolved

That a group be formed to work on amending and highlighting sections of the partnership agreement.

**5. PART 1 OPERATIONAL REPORT Q2 AND Q3 2023-24**

It was proposed by Cllr Birch and seconded by Cllr G Taylor that the Part 1 Operational Report be noted by the Committee

Resolved

That that Part 1 Operational Report be noted by the Committee.

**6. SCHEDULING OF DATES FOR FUTURE MEETINGS**

The Committee noted the future meeting dates on the agenda frontpage and the necessity of achieving quorum.

**7. PART 2 OPERATIONAL REPORT Q2 AND Q3 2023-24**

The Head of the Partnership introduced the item to the Committee. The discussion included finance, enforcement, training, discussions with clients, changes stemming from regulators, staffing, and workload.

Resolved

That the report be noted.

**8. PART 2 FINANCIAL MONITORING REPORT Q3 2023-24 AND BUDGET PROPOSALS FOR 2024-25**

The Head of the Partnership introduced the item to the Committee. The discussion included the budget, salary, support services, costs, impact of recession, fees, and work environment.

Devon Building Control Partnership Committee (25.3.2024)

It was proposed by Cllr Birch and seconded by Cllr G Taylor that the report be noted but that the head of the partnership feedback additional information at the next committee meeting.

Resolved

That the report be noted and that the head of the partnership feedback additional financial information at the next committee meeting.

**9. PART 2. DBCP OPERATIONAL PLAN Q2 & 3 2023-2024**

The Head of the Partnership introduced the item to the Committee. The discussion included feedback from customers, certification, and finance.

Resolved

That the Part 2 Operational report be noted

The meeting started at 10.00 am and finished at 12.15 pm.

Chair  
Cllr Terry Southcott