



Email: Comsec@Teignbridge.gov.uk

21 November 2024

DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE

A meeting of the Devon Building Control Partnership Committee will be held on **Friday, 29th November, 2024** in the Council Chamber, Forde House, Brunel Road, Newton Abbot, TQ12 4XX at **10.00 am**

Membership:

Councillor Gary Taylor (Chair)	Teignbridge District Council
Councillor John Birch (Vice-Chair)	South Hams District Council
Councillor Ric Cheadle	West Devon Borough Council
Councillor John McKay	South Hams District Council
Councillor Colin Parker	Teignbridge District Council
Councillor Terry Southcott	West Devon Borough Council

Please Note: Filming is permitted during Committee meeting with the exception where there are confidential or exempt items, which may need to be considered in the absence of the press and public. By entering the meeting room you are consenting to being filmed.

A G E N D A

Part I (Open to the public)

1. Apologies for absence
2. Minutes (Pages 3 - 6)
To agree the minutes of the previous meeting.

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. Production of Documents (Pages 7 - 8)
5. Part 1 Operational Report 2024-2025 Q2 (Pages 9 - 14)
6. 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 during consideration of items 7 to 9 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 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. Part 2 DBCPC Operational Report Q2 2024-2025 (Pages 15 - 26)
8. Part 2 DBCPC Operational Plan Q2 2024-2025 (Pages 27 - 38)
9. Part 2 Financial Monitoring Report Q4 2023-24 & Forecast Monitoring 2024-25 (Pages 39 - 46)

DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE**22 JULY 2024**Present:

Councillors Cheadle, McKay, C Parker, Southcott and G Taylor

Apologies:

Councillors Birch

Officers in Attendance:

Drew Powell, Corporate Director – Strategy and Governance

Christopher Morgan, Trainee Democratic Services Officer

Nigel Hunt, Head of DBC Partnership

Lisa Lake, Business Development and Partnership Support Manager

Nicola Denton, Business Development and Support Manager

10. ELECTION OF CHAIR

It was proposed by Councillor C Parker and seconded by Councillor Cheadle that Councillor G Taylor be elected Chair of DBCPC for 2024-25.

A vote was taken – all were in favour.

Resolved

that Councillor G Taylor be elected Chair of DBCPC for 2024-25.

11. ELECTION OF VICE CHAIR

It was proposed by Councillor McKay and seconded by Councillor Cheadle that Councillor Birch be elected Vice-Chair of DBCPC for 2024-25

A vote was taken – all were in favour.

Resolved

that Councillor Birch be elected Vice-Chair of DBCPC for 2024-25.

12. MINUTES

The minutes of the previous meeting held on 25 March were agreed as a correct record and signed by the Chair.

13. DECLARATIONS OF INTEREST.

None

14. PART 1 OPERATIONAL REPORT Q1 2024-25

The Head of the Partnership introduced the item to the Committee. The discussion included KPIs, risks, and marketing events that DBC had been involved in.

It was proposed by Cllr Taylor and seconded by Cllr C Parker that the Committee note the report.

A vote was taken - all were in agreement.

Resolved

That the Devon Building Control Partnership Committee note the report.

15. PART 2. OPERATIONAL REPORT Q4 2023-24 AND Q1 2024-25

The Head of the Partnership introduced the item to the Committee. The discussion included information on staffing as well as further information on the performance of the Partnership.

It was proposed by Cllr Southcott and seconded by Cllr C Parker that the Committee note the report.

A vote was taken - all were in agreement.

Resolved

That the Devon Building Control Partnership Committee note the report.

16. PART 2. DBCP OPERATIONAL PLAN Q4 2023-2024 AND Q1 2024-25

The Head of the Partnership introduced the item to the Committee. The discussion included the risk register and the Strategic Plan.

It was proposed by Cllr C Parker and seconded by Cllr McKay that the Committee note the report.

A vote was taken - all were in agreement.

Resolved

That the Devon Building Control Partnership Committee note the report.

**17. PART 2 FINANCIAL MONITORING REPORT Q4 END OF YEAR 2023-24
AND Q1 2024-25**

The Head of the Partnership introduced the item to the Committee. The Committee discussed the financial information such as the budget outlined in the report.

It was proposed by Cllr C Parker and seconded by Cllr Cheadle that the Committee note the report.

A vote was taken - all were in agreement.

Resolved

That the Devon Building Control Partnership Committee note the report.

The meeting started at 10.30 am and finished at 11.30 am.

Chair
Cllr G Taylor

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Devon Building Control Partnership

The Partnership Agreement

Production of documents - Timing

The three local authorities, Teignbridge District Council, South Hams District Council and West Devon Borough Council, on 19 June 2017, entered into a partnership agreement (“agreement”) to establish a joint committee known as the Devon Building Control Partnership to discharge their function with regard to building regulations.

Clause 2 of the agreement sets out the responsibilities of the Partnership Committee (“committee”) as follows.

2.1.2 – To agree budgets, monitor performance, approve the statement of accounts and agree any distribution of surpluses/deficits.

2.1.3 – To approve and monitor the development of a 3 year business plan for the Partnership.

2.1.4 – To monitor the Partnership’s (Action) Improvement Plan.

2.1.5 – To monitor service delivery, value for money and performance of the Partnership.

2.1.6 – To monitor the service delivery and cost effectiveness of the Host Council as defined in clause 3.

The agreement provides for certain documents to be produced by the Host Council and put before the Partnership Committee (“committee”) on specified dates and/or intervals to enable it to fulfill its responsibilities set out above.

I request that at the next meeting of the committee to be held on Friday 29 November 2024 the committee considers and/or adopts the recommendation set out below.

Recommendation

The Host Council produces the documents set out in the schedule below to the committee for its consideration and/or approval at meetings to be held in or after the following month stated.

SCHEDULE

	DOCUMENT	MONTH FOR PRODUCTION
1	Draft accounts as clause 7.10.1	June
2	Audited accounts with internal and external audit reports as clauses 7.10.3 & 7.3.3	Internal – June External - November
3	Partnership (Action) Plan Improvement & rolling 3 year business plan as clause 8.1.1	March
4	Annual Budget in accordance with clause 7.6 together with projected cost of the support services for forthcoming financial year as clause 3.5	March
5	The Partnership Account as clause 7.8	June
6	Reassessment of the values and objectives of the Partnership and monitoring service delivery and financial performance as clause 1.1.3(b) of schedule	June
7	Scrutiny for Half Year Appraisal in accordance with clause 1.1.3(c) of schedule	November
8a	Trading Accounts as Clause 7.2.1(d)	June
8b	Year-end and Half –Year Memorandum Accounts as clause 7.3.2	June and November

Cllr John Birch
South Hams District Council
October 2024



DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE

MEETING DATE 29TH NOVEMBER 2024

Report Title	Operational Report Q2 2024/25 Part 1
Purpose of Report	To provide an update on the operational performance of the Partnership for the periods above
Recommendation(s)	The Committee RESOLVES to: (1) Note the report.
Financial Implications	To be covered in Financial Report Part 2 papers.
Legal Implications	"no specific legal implications"
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 should help 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 Gary Taylor Gary.Taylor@Teignbridge.gov.uk
Appendices	See Part 2
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

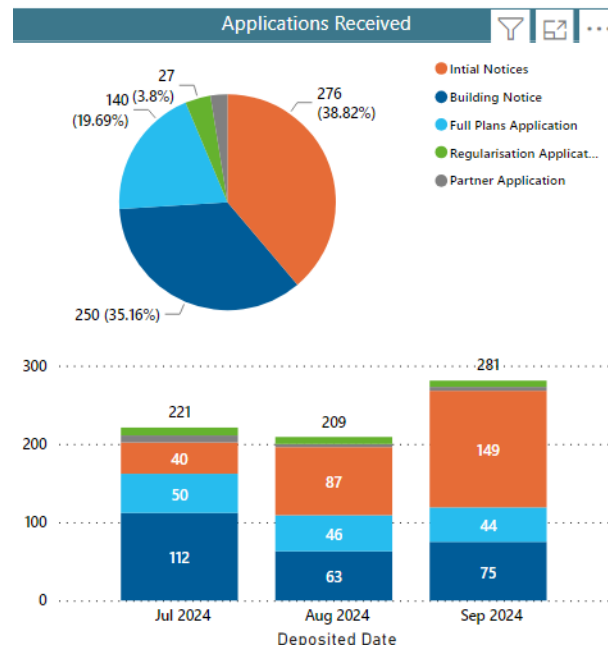
The Partnership has been in operation for 17 years and is hosted by Teignbridge District Council

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

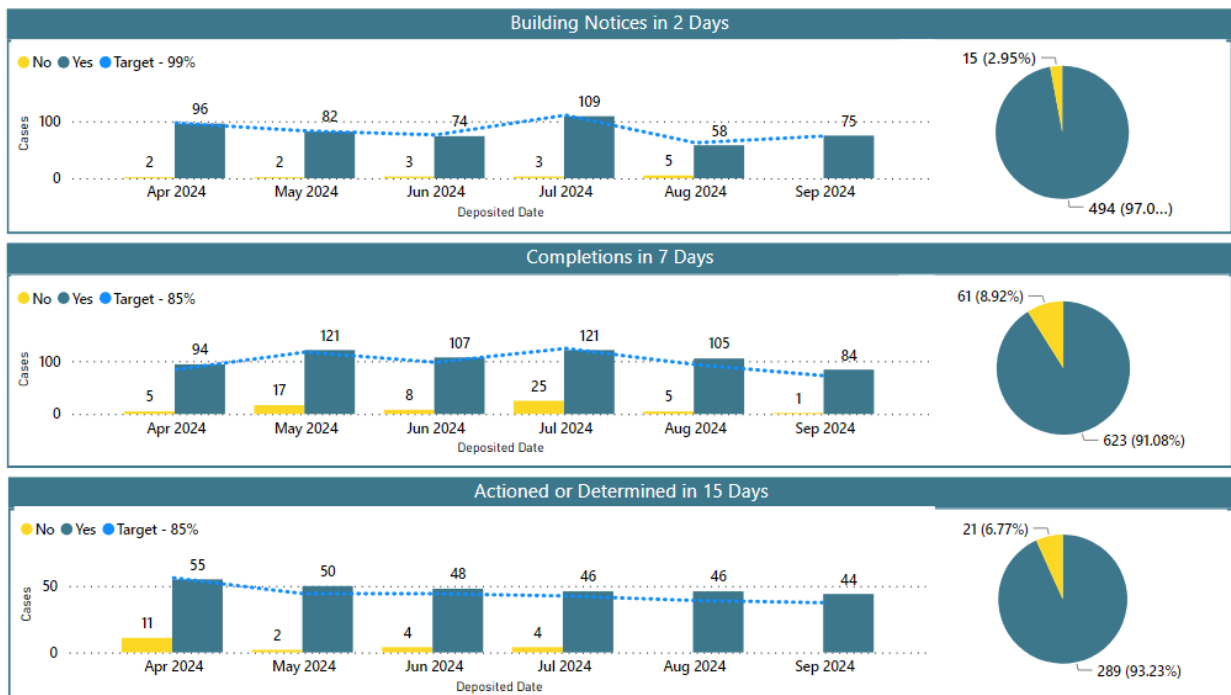
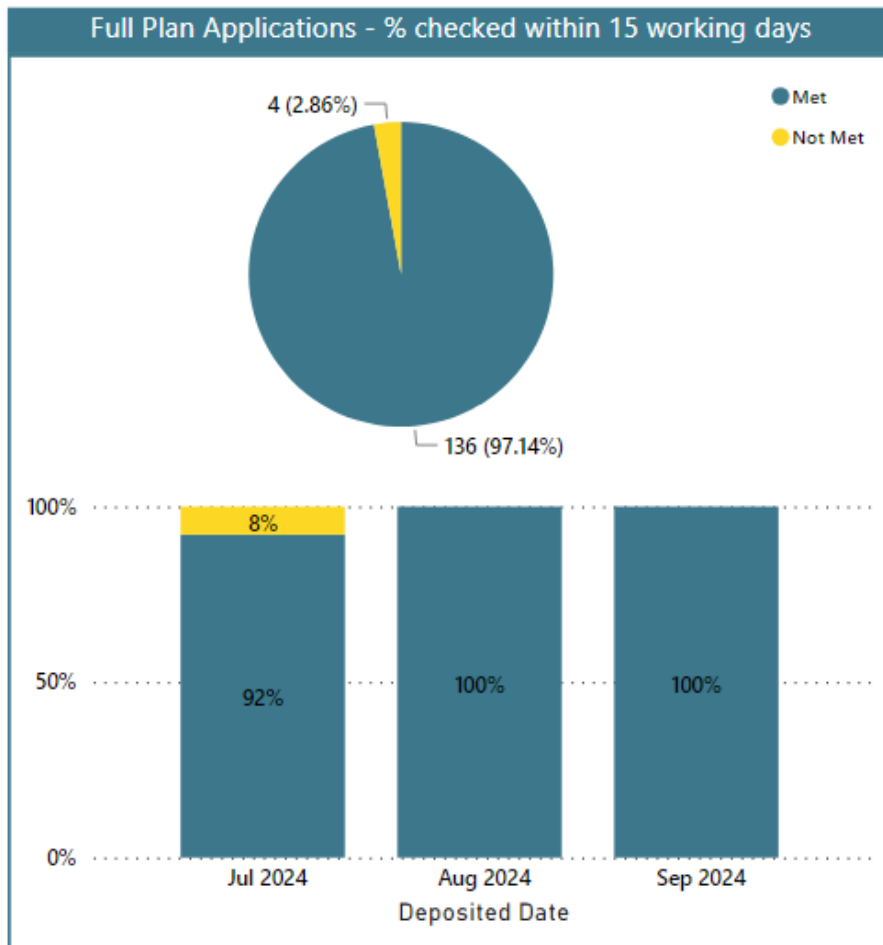
Performance

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

Statistics for Quarter 2 2024/25 Financial Year



The number of initial notices has increased due several Approved Inspectors ceasing trading or being taken over. This has led to a large number of existing notices having to be resubmitted with the new providers details and whilst power BI cannot currently differentiate between types of submission manual calculation indicates that approximately 71% of registrations in August and September have been resubmissions. This means that market share over all categories remains stable.



Staff

There are a number of issues regarding staffing which will be discussed in Part 2.

Marketing and events

The Partnership has continued to provide a series of online and in-person briefing sessions with customers with regard to the changes in legislation.

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 quarterly. Please see Operational Plan in Part 2 for more detail.

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 follow financial protocols and requirements of Cipfa guidance.

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 Southwest 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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