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19 March 2025

## **DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE**

A meeting of the Devon Building Control Partnership Committee will be held on **Monday, 31st March, 2025** in the Council Chamber, Forde House, Brunel Road, Newton Abbot, TQ12 4XX at **10.00 am**

### Membership:

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
Councillor Gary Taylor (Chair)	Teignbridge District 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)
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 Operational Report 2024-2025 Q3 & Q4 (Pages 7 - 12)
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 during consideration of items 6 to 8 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.**

6. Part 2 Operational Report 2024-2025 Q3 & Q4 (Pages 13 - 24)
7. Part 2 DBCP Operational Plan Q2 2024-2025 (Pages 25 - 36)
8. Part 2 Financial Report (Pages 37 - 46)

**DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE****29 NOVEMBER 2024**Present:

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

Members in Attendance:

Councillors Bullivant

Apologies:

Councillors C Parker

Absent:

Councillor McKay

Officers in Attendance:

Drew Powell, Corporate Director – Strategy and Governance

Christopher Morgan, Trainee Democratic Services Officer

Nigel Hunt, Head of Devon Building Control Partnership

Lisa Lake, Business Development and Partnership Support Manager

Nicola Denton, Business Development and Support Manager

Neil Blaney, Director of Place

Simon Arthurs, Deputy Chief Finance Officer

**18. MINUTES**

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

A vote was taken – the results were unanimously in favour.

Resolved

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

**19. DECLARATIONS OF INTEREST.**

None

**20. PRODUCTION OF DOCUMENTS**

Due to the discussion around part 2 documents, it was agreed that this item would be taken in part 2.

The item was introduced by Cllr Birch. Along with the proposal, he proposed that the Devon Building Control Partnership Committee meetings be held on or around March, June, and November. There would be flexibility to ensure relevant documents have enough time to come to Committee.

It was proposed by Cllr Birch and seconded by Cllr G Taylor that the documents outlined in the report would come to Committee on the relevant dates and that meetings be held on or around March, June, and November annually.

A vote was taken – the result was unanimously in favour.

Resolved

That the documents outlined in the report would come to Committee on the relevant dates and that meetings be held on or around March, June, and November annually.

## **21. PART 1 OPERATIONAL REPORT 2024-2025 Q2**

The Head of the Partnership introduced the item to the Committee.

The Committee were informed that due to changes in building regulations 71 percent of applications had to be resubmitted, which increased workload for the team.

97 percent of plans were checked within the target on 15 working days. Building Control were currently dealing with 4 vacancies as well as staff on sick leave. Hiring was an ongoing issue.

The Partnership had hosted several briefings both in person and online that provided customers with a greater understanding of the work undertaken by Building Control.

It was proposed by Cllr G Taylor and seconded by Cllr Cheadle that the report be noted.

A vote was taken – all were in favour.

Resolved

That the report be noted.

## **22. PART 2 DBCPC OPERATIONAL REPORT Q2 2024-2025**

Councillor Bullivant joined the meeting as a guest during this item. He also left during this item.

The Head of the Partnership introduced the item to the Committee.

Discussion included staffing, new regulations, the Building Safety Levy, monitoring of KPIs, internal and external KPIs,

The Committee considered the Audit of the Partnership could be a standing agenda item in order to provide updates throughout the year.

It was proposed by Cllr G Taylor and seconded by Cllr Southcott that the report be noted.

A vote was taken – all were in favour.

Resolved

That the report be noted.

**23. PART 2 DBCPC OPERATIONAL PLAN Q2 2024-2025**

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

The Committee discussed the risk register, building safety levy, and the cost of administration.

It was proposed by Cllr G Taylor and seconded by Cllr Cheadle that the plan be noted.

A vote was taken – all were in favour.

Resolved

That the plan be noted.

**24. PART 2 FINANCIAL MONITORING REPORT Q4 2023-24 & FORECAST MONITORING 2024-25**

The Deputy Chief Financial Officer presented the report to the Committee.

The Committee discussed financial reserves, applications for building control, and how best to receive future information.

It was noted that Building Control was a statutory requirement and that members could be briefed using Teams between Committee meetings where necessary.

It was proposed by Cllr G Taylor and seconded by Cllr Birch that the report be noted.

A vote was taken – the result was unanimously in favour.

Resolved

That the report be noted.

The meeting started at 10.00 am and finished at 12.12 pm.

Chair  
Cllr G Taylor



Devon Building Control

## DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE

**MEETING DATE 31<sup>ST</sup> MARCH 2025**

<b>Report Title</b>	Operational Report Q3 & Q4 (part) 2024/25 Part 1
<b>Purpose of Report</b>	To provide an update on the operational performance of the Partnership for the periods above
<b>Recommendation(s)</b>	<p><b>The Committee RESOLVES to:</b></p> <p><b>(1) Note the report.</b></p>
<b>Financial Implications</b>	To be covered in Financial Report Part 2 papers.
<b>Legal Implications</b>	<p>The Building Control Partnership is subject to a joint partnership agreement and also compliance with the CIPFA Code of Practice for Local Authority Building Control Accounting. Furthermore, there are some new statutory requirements in relation to the Building Safety. In addition, new operational standard obligations are proposed to go live in January 2025 placing further burdens on Local Authority Building Control services, which will be monitored by the Health &amp; Safety Executive including audit inspection for compliance. These changes will require evaluation to determine the financial implication on costs and charging levels.</p>
<b>Environmental/ Climate Change Implications</b>	<p>Maintenance of staff levels, staff qualifications/training and company finances, as identified in the report(s) will support DBC in its role of identifying any performance gaps between “as designed” and “as built” developments, which will act to reduce long-term carbon emissions arising from new developments. There are no known significant and further environmental/climate change implications associated with this report.</p> <p>William Elliott Climate Change Officer William.elliott@teignbridge.gov.uk</p>

<b>Report Author</b>	Nigel Hunt Tel: 01626 215721 Email: <a href="mailto:nigel.hunt@devonbuildingcontrol.gov.uk">nigel.hunt@devonbuildingcontrol.gov.uk</a>
<b>Financial Implications</b>	To be covered in Financial Report Part 2 papers.
<b>Partnership Chairman</b>	Cllr Gary Taylor <a href="mailto:Gary.Taylor@Teignbridge.gov.uk">Gary.Taylor@Teignbridge.gov.uk</a>
<b>Appendices</b>	See Part 2
<b>Background Papers</b>	None

## PURPOSE

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

## 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

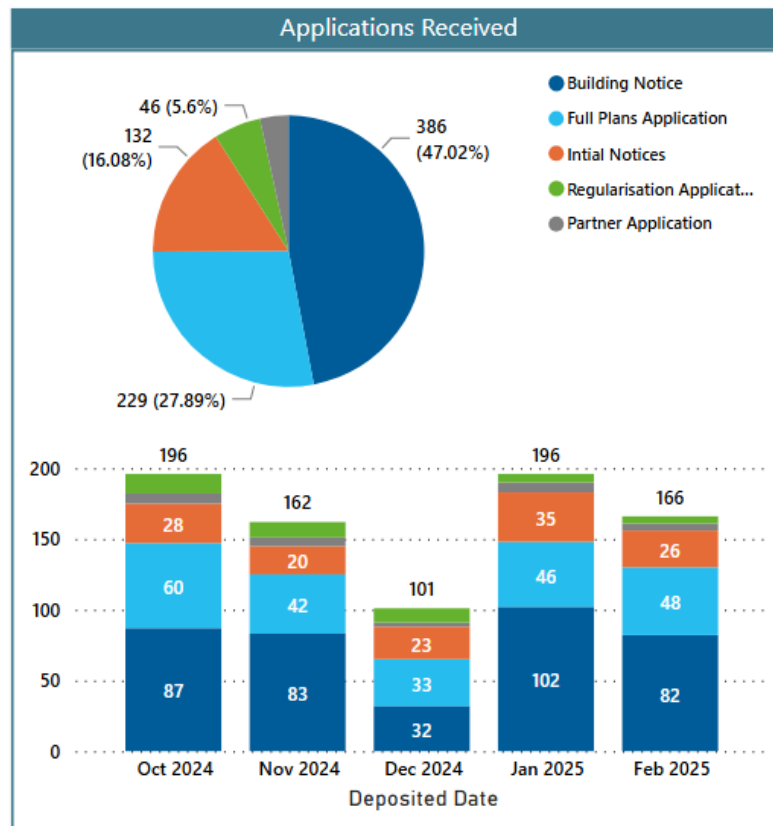
The Partnership continues to successfully deliver the building control service across the three Authorities, maintaining high standards and continues to operate within agreed annual budgets.

### Performance

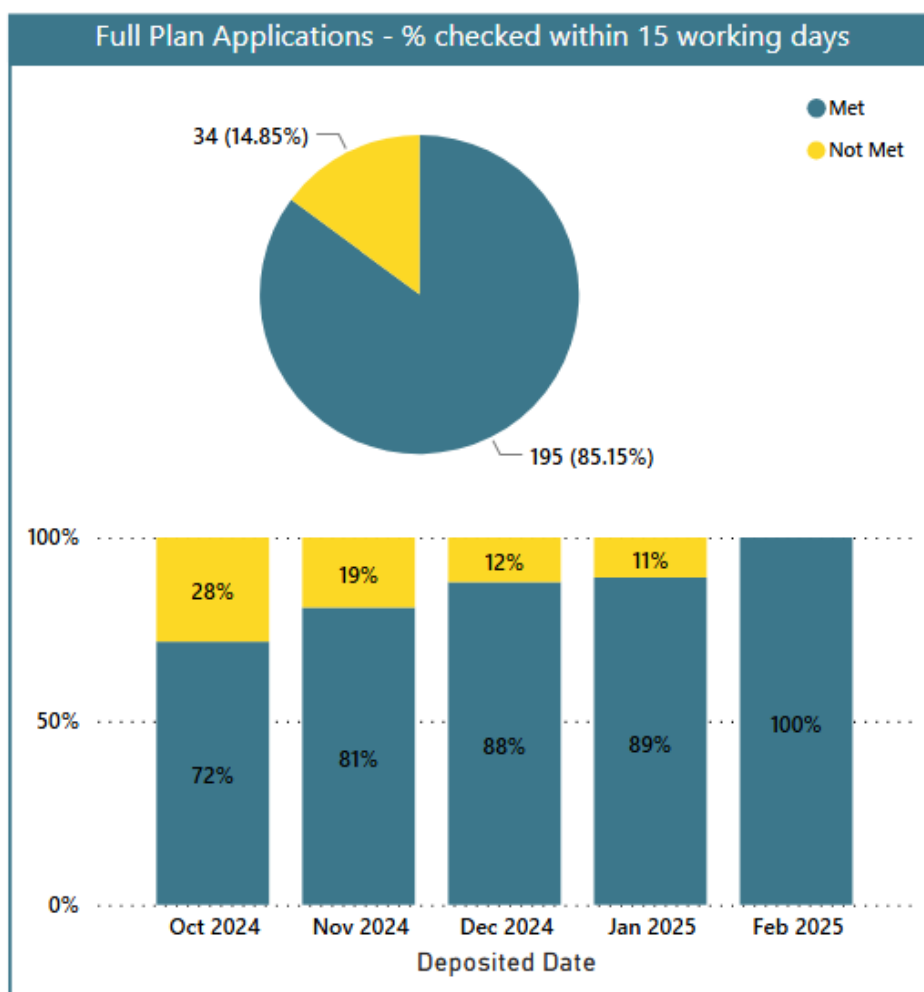
The Partnership continues to maintain all levels of service relating to current PIs and receives positive comments from customers.



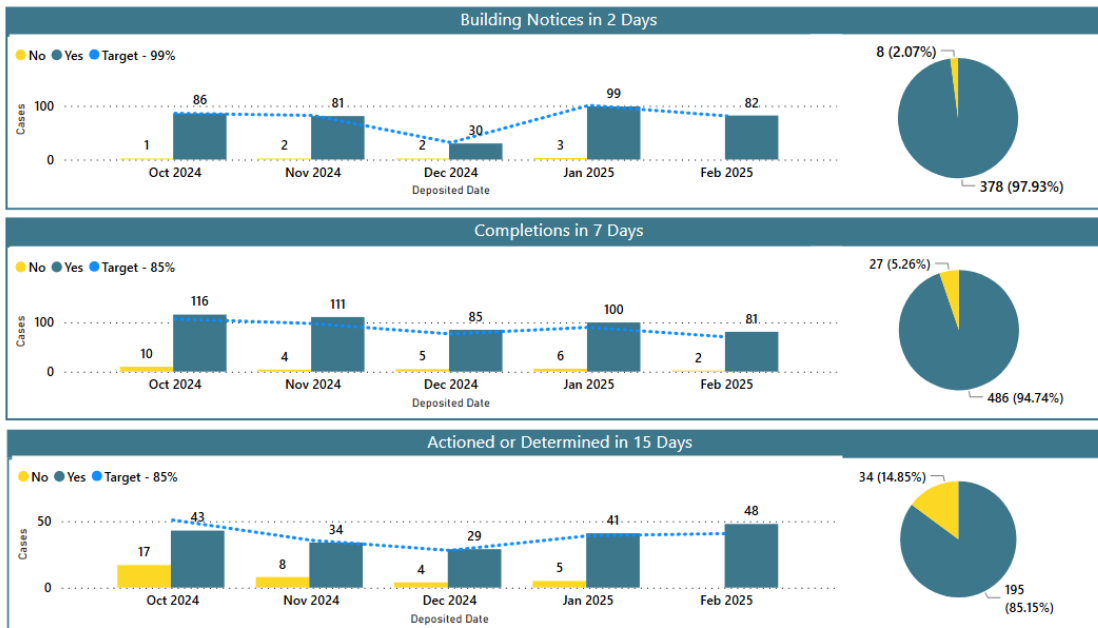
## Statistics for Quarter 3 & 4(Part) 2024/25 Financial Year



The number of initial notices has reduced by approximately 5% on the previous quarter. This has led to the partnership regaining market share which has stabilised at approximately 85%. This means that market share over all categories remains stable.



The number of applications checked within 15 days has reduced due to issues in the new requirements for validating submissions. This includes the need for signatories for the Applicant, Lead Designer and Lead Contractor.



The first two KPI's above are within the set parameters but the third one changed due to the issues mentioned above.

It should be noted that the KPI's will change from the 2025-2026 financial year as these will be set nationally by the regulator and will be reported quarterly.

## Staff

We are pleased to announce that we have appointed a fully qualified Registered Building Inspector who will commence employment in April.

## Marketing and events

The Partnership has continued to provide a series of online and in-person briefing sessions with customers regarding the changes in legislation. The Partnership is also looking to form a Customer Liaison Panel in 2025-26.

## 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.

## **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.