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19 April 2018

## DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE

Dear Councillor

You are invited to a meeting of the above Committee which will take place on **Friday, 27th April, 2018** in the Council Chamber, Forde House, Brunel Road, Newton Abbot, TQ12 4XX at **10.00 am**

Yours sincerely

NEIL AGGETT  
Democratic Services Manager

Distribution:

- (1) The Members of the Devon Building Control Partnership Committee (subject to confirmation of Executive Members by the Leader)

Councillor Michael Hicks (Chairman)	South Hams District Council
Councillor Terry Pearce (Vice-Chairman)	West Devon Borough Council
Councillor Hilary Bastone	South Hams District Council
Councillor Patrick Kimber	West Devon Borough Council
Councillor Humphrey Clemens	Teignbridge District Council
Councillor Dennis Smith	Teignbridge District 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

**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**

## **Public Access Statement**

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- 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 1 - 4)  
To approve the minutes of the meeting held on 26 January 2018.
3. Agreement of the agenda between Parts I and II.
4. Matters of urgency/matters of report especially brought forward with the permission of the Chairman.
5. Declarations of interest.
6. Operational Report (Pages 5 - 8)

### **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 (Pages 9 - 18)

## **DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE**

**FRIDAY, 26 JANUARY 2018**

Present:

Councillors Hicks (Chairman), Pearce (Vice-Chairman), Bastone, Kimber, Clemens and Smith

Members Attendance:

Councillors

Apologies:

Councillors

Officers in Attendance:

Andrew Carpenter, Business Manager - Head of Building Control Partnership

Darren Arulvasagam, Business Development Group Manager

Clare Moors, Accounting Technician

Nicola Denton, Partnership Support Manager

**1. MINUTES**

The Minutes of the meeting held on 13 October 2017 were confirmed as a correct record and signed by the Chairman.

**2. MATTERS OF URGENCY/MATTERS OF REPORT ESPECIALLY BROUGHT FORWARD WITH THE PERMISSION OF THE CHAIRMAN.**

There were no matters of urgency.

**3. DECLARATIONS OF INTEREST.**

There were no declarations of interest.

**4. OPERATIONAL REPORT**

The Head of the Partnership presented the report and updated Members:

- Performance information is now in line with PI's listed in the Partnership agreement.
- Implementation dates for the building control mobile (BCM) app and iApply are expected very soon from Idox and Strata.

- Both the BCM app and iApply are needed to be in place at the time of the launch of the new website. This will result in a more efficient and effective service for customers, which will be marketed and promoted during the launch.
- A temporary part time post for the Technical Support team commenced at the beginning of January. This post will provide support for the launch of the new website and mobile apps.
- Public Access has successfully gone live, and improving the service for customers.
- The SW LABC Awards will be taking place earlier than in recent years, on 20<sup>th</sup> April. The DBCP Awards have provisionally been arranged to take place between 3.30pm and 6.30pm on Thursday 15<sup>th</sup> March at Old Forde house.
- Dame Judith Hackitt's Interim Report of the Independent Review of Building Regulations and Fire Safety was published in December, following the tragic events at Grenfell Tower. The findings are generally supported by LABC, and are summarised in the report circulated with the agenda, which will be taken on board with the publication of the final report.
- LABC is setting up a National Quality Management System, and is discussed further below.

Resolved

That the report be noted.

## **5. EXCLUSION OF THE PRESS AND PUBLIC**

That under Section 100(A)(4) of the Local Government Act 1972, the Press and public be excluded from the meeting for the following items of business 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.

## **6. OPERATION REPORT**

The Partnership referred to the confidential report circulated, which advised on the LABC Quality Management System, business statistical analyses of the Partnership, and quarterly monitoring and performance information.

The Head of the Partnership and the Chairman referred to the successful LABC information sharing events hosted in partnership with another Devon Authority. The Chairman thanked all staff involved.

Resolved

That the report be noted.

**7. FINANCIAL MONITORING REPORT**

The Finance report was presented by the Head of the Partnership which provided financial information updates.

Resolved

That the report be noted.

MICHAEL HICKS  
Chairman

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## **Devon Building Control Partnership**

South Hams District Council  
Teignbridge District Council  
West Devon Borough Council

**Chairman: Cllr Michael Hicks**

**DATE:** 27 April 2018  
**REPORT OF:** Andrew Carpenter – Head of Partnership  
**SUBJECT:** Quarterly Report

### **PART I**

#### **Recommendation:**

The Devon Building Control Partnership Committee is asked to note the report.

#### **1. PURPOSE**

To monitor the performance of the partnership.

#### **2. BACKGROUND**

The Partnership Agreement that came into operation on 1st April 2017 is hosted by Teignbridge District Council.

#### **3. MAIN IMPLICATIONS**

##### **Performance:**

Performance information, aligned to PI's listed in the Partnership agreement is provided in the Part 2 report.

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

##### **Website:**

Work on developing the new website has been completed and the site has finally gone live. It has been designed from a commercial perspective whilst ensuring all relevant information is provided to meet customer needs across the three councils. The new iApply software has been linked to the website and there is the ability to book a site inspection online. This can also be done via the mobile phone version of the website.

##### **Awards:**

The SW LABC Awards will be have taken place on 20<sup>th</sup> April. Any successes will be verbally reported.

The DBCP Awards took place on Thursday 15<sup>th</sup> March at Old Forde house. There were 9 winning projects and 24 Highly Commended. This led to a large number in attendance, making it a very successful event.

Feedback from many recipients complimented the organisation of the event and the excellent working relationships they had with DBCP and its staff. Many stated they were proud of their awards and clearly it means a lot to have received them.

### **Review of Building Regulations:**

The full report of the Independent Review of Building Regulations and Fire Safety by Dame Judith Hackitt, following on from the tragic events at Grenfell Tower is due in May. The findings of the interim report were commented on at the last meeting.

LABC are involved in a number of working groups set up as part of the inquiry and recognise that although the report is not yet published, there will inevitably be some significant changes resulting from its recommendations. Some of the more immediate responses will include the setting up of a quality management system and ensuring that professionals involved in certain types of work are competent to do so.

Details of how this affects the Partnership are in the Part 2 report.

Partnership surveyors have been engaged in providing some support to Plymouth City building control, who currently have a high workload but are struggling to cope with some staffing shortages. This has been managed to ensure that LABC customers in Plymouth continue to receive good service levels without affecting those in DBCP

### **Office improvements**

The proposed improvements to the Tech Support area of the office are still awaited. This is due to being advised that IT cabling should be upgraded as part of the alterations and in co-ordinating contractors, but work should be complete by the end of May.

**Andrew Carpenter**  
**Devon Building Control Partnership**

## **4. GROUPS CONSULTED**

Teignbridge District Council, South Hams District Council and West Devon Borough Council.

<b>Wards affected</b>	All
<b>Contact for any more information</b>	

<b>Background Papers (For Part I reports only)</b>	
<b>Key Decision</b>	
<b>In Forward Plan</b>	
<b>In O&amp;S Work Programme</b>	
<b>Community Impact Assessment attached:</b>	
<b>Appendices attached:</b>	

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