

NORTH DEVON COUNCIL/MID DEVON DISTRICT COUNCIL

Minutes of a meeting of the BUILDING CONTROL JOINT COMMITTEE held at Woodlands Enterprise Centre, Pathfields Business Park, South Molton on Thursday 26th July 2018 at 9.30 a.m.

PRESENT: Representing North Devon Council

Councillors Brailey (Chair) and Yabsley (minutes 7 to 10).

Representing Mid Devon District Council

Councillors Chesterton and Eginton.

Officers:

North Devon Council

Chief Executive, Head of Resources, Building Control Manager, Solicitor (SF) and Senior Corporate and Community Services Officer.

Mid Devon District Council

Finance Manager (JN) and Accountant (AB).

1 APOLOGIES FOR ABSENCE

There were no apologies for absence received.

2 MINUTES

RESOLVED that the minutes of the meeting held on 8th February 2018 (circulated previously) be approved as a correct record and signed by the Chairman.

3 DECLARATIONS OF INTEREST

There were no declarations of interest announced.

4 POOLED BUDGET AND TRADING ACCOUNT 2017/18

The Joint Committee received an update by the Head of Resources in relation to the Pooled Budget and Building Control Trading Account as at 31st March 2018 (circulated previously).

The Head of Resources highlighted the following:

- The total actual variance to budget spend was £36,324. This was due to the overall income being lower than budgeted. The chargeable element of the

service was profitable and the non-chargeable element of the service was higher than anticipated. There had been a positive increase income for quarter 1 of 2018/19. The share of overspend was split 59% to North Devon and 41% to Mid Devon.

- The appropriation of profit/loss for each Council.
- The first year's trading position had been positive and it was anticipated that it would improve further during 2018/19.

5 KEY PERFORMANCE INDICATORS

The Joint Committee received an update by the Building Control Manager regarding the Key Performance Indicators for quarter 1 of 2018/19.

The Building Control Manager highlighted the following:

- The first two months of 2018/19 had shown a positive increase in income. It was difficult to predict the income pattern for the whole year.
- Building Regulation applications determined in 2 months – the performance indicator had now reached 99%.
- Building Regulation applications examined within 3 weeks was on target.
- Average time to respond was 11 days (the target was 10 days).
- Market share had now recovered.
- Market share for housing completions had exceeded the target.

6 BUILDING CONTROL BUSINESS UPDATE

The Joint Committee received a Building Control business update by the Building Control Manager.

The Building Control Manager highlighted the following:

- Resignation of a member of staff.
- Quality Assurance rating ISO9001 had been obtained.
- The mobile app for inspection recording had now been introduced.
- The recommendations from the Dame Hackett public inquiry following the Grenfell tower fire which had been made in relation to building regulations, competency, product traceability and high rise residential accommodation being approved by a joint combined authority consisting of the Local Authority, Fire Authority and Health and Safety Executive. These recommendations had not yet been adopted by the Government.
- The Local Authority Building Control provided a competency framework that provided a pathway for obtaining qualifications. The membership of the organisation was voluntary for Local Authorities.
- Members of staff who would be undertaking diploma qualifications.

7 BUSINESS CASE FOR CONSOLIDATION OF BUILDING CONTROL SERVICE AT THE WOODLANDS ENTERPRISE CENTRE, SOUTH MOLTON

The Joint Committee considered a business case for the consolidation of the Building Control Service at the Woodlands Enterprise Centre, South Molton (circulated previously).

RESOLVED that the business case for the consolidation of the Building Control Service be supported and that the Building Control team be brought together at the Woodlands site to be implemented on completion of a three month consultation with the anticipated date for implementation being 1st November 2018 and that the reported net savings of £9,000 from 2018-19 employee costs be allocated for this project.

8 REVIEW OF BUILDING CONTROL RESOURCES

The Joint Committee considered a report by the Building Control Manager (circulated previously) regarding a review of Building Control resources.

The Building Control Manager reported that since publication of the agenda there had been a resignation of an administrative officer, which would give opportunity for the administrative service to be reviewed.

RESOLVED that the recommendations in the report be supported and that the Chief Executives of both Councils be recommended to implement the recommendations.

9 CHARGING OF A SINGLE APPLICATION FEE

The Joint Committee considered a report by the Building Control Manager (circulated previously) regarding charging of a single application fee.

RESOLVED that the fee structure be changed to enable charging of the full fee when the application is deposited.

10 DATES AND LOCATIONS OF FUTURE MEETINGS OF THE COMMITTEE

RESOLVED that:

- (a) All future meetings of the Joint Committee be held at Woodlands Enterprise Centre as all of the Building Control service would be consolidated in the same location;
- (b) The appointment of Chair of the Joint Committee from Mid Devon Council be considered at the first meeting of the Joint Committee following the May 2019 elections;

(c) That the date of the next meeting be held after 1st November 2018.

Chairman

The meeting ended at 10.46 a.m.

NOTE: These minutes will be confirmed as a correct record at the next meeting of the Joint Committee.

NOTE: The above decisions shall not take effect until the five clear working days have elapsed from the date of publication: 14th August 2018.