

**BUILDING CONTROL PARTNERSHIP- SERVICE PLAN 22/23**

**Head of Service: Jeremy Mann**

**Team: Building Control      Version No: 1.0      Date: 30/11/2021**

**Corporate Objectives**

- 1) North Devon Futures.
- 2) Financial Security.
- 3) Customer Focus.
- 4) Environment.

**Business as usual core function (brief bullet points only)**

The Building Control Service provides a third party check of design and construction for building projects to ensure compliance with the building regulations. This is a statutory service although it is in competition with the private sector. The service is also responsible for,

- o Enforcement of Building Regulations,
- o Regularisation of unauthorised work,
- o Control of demolition work through Section 81 of the Building Act 1984
- o Control of dangerous structures through Section 77 and 78 of the Building Act 1984
- o Maintenance of registers of work by Approved Inspectors and Competent Persons
- o Provision of expert advice to Council officers regarding construction, sustainability, facilities for disabled persons and fire safety.
- o Provision of expert advice to the public
- o The provision of Building Control is a statutory service.
- o Professional indemnity insurance must be maintained.
- o Compliance with the Building (Local Authority Charges) Regulations 2010 is required
- o The service must meet the Building Control Performance Standards and the requirements of the Building Safety Regulator

ACTIONS AND OBJECTIVES										Resources									
Action No.	Corporate Plan	What you aim to achieve				Risk	Managed by	Assigned to	Resource Requirement		Dates		FINANCE						Additional Comments
	Corporate Objective Number (see above)	Headline Action	How will it be delivered? Is a business case or PID required?	What will be delivered and what are the benefits?	Measures - how will we measure success?	Highlight any risk - political, operational, to public, staff, tenants, Community Impact Assessment, Financial			ICT HR Legal Estates Procurement Communications Consultation Other	Date for Required Resource (be as accurate as possible)	Start Date	Target Date for completion	Revenue - £ Expenditure / (Income) Reduction (-) / increase (+) Show costs as accumulated Estimate (E) Actual (A)			Capital - £ Expenditure / (Income) Reduction (-) / increase (+) Estimate (E) Actual (A)			
Action No.	Corp. Obj No.	ACTION	DESCRIPTION	OUTCOME	MEASURES	RISK	LEAD	OFFICER/ TEAM	RESOURCE	DATE	START	TARGET	Yr 1 22/23	Yr 2 23/24	Yr 3 24/25	Yr 1 22/23	Yr 2 23/24	Yr 3 24/25	
BC01	Objective 2	Revise surveyor job descriptions to take into account new legislation and carry out Job evaluation on a common basis for staff of both Partner Authorities	Job descriptions to reflect change in duties and responsibilities resulting from The Building Safety Act. Requires joint approach between Partner Authorities to ensure a common basis for job evaluation for all staff within the partnership	Sustainable employment terms that reflect the requirement for registration with the Building Safety regulator	Completion of task/ staff retention	Unanomalies in employment contracts / low moral / failure to retain or recruit staff	BC Manager	BC	Human Resources	Apr-22	Apr-22	Oct-22							
BC02	Objective 2	Gain approval and implement recruitment of resources to support expanded investigation and enforcement role resulting from legislative change.	Provide business case for additional staff recruited early in financial year to under go a Building Control specific training to fill resource requirements. Recruitment at different levels to enable staggered developemnt of staff making productive resource available over a 2-5 year period at which time external recruitment will be exceptionally difficult.	Recruitment at different levels to enable staggered developemnt of staff making resource available over a 2-5 year period when external recruitment will be exceptionally difficult	Adequate resource to meet statutory duties of the service	Failure to retain registration of organisation with Building Safety Regaltor resulting in service being placed in special measures	BC Manager	BC	Human Resources Building Control SMT	Apr-22	Apr-22	Mar-23	Estimated impact will result in the costs of non trading activity that is not supported by the Building Control fees increasing from 25% to 31% of the total budget						

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BC03	Objective 2	Mentoring and support to Surveyors to ensure successful validation of competency and registration with Building Safety Regulator at Levels 4, 5 and 6 combined with external training where appropriate	Surveying staff will require time and support to prepare for the validation process together with the provision of internal workshops to reinforce learning. Gaps in knowledge may require external training.	Provision of validated resource adequate for the work profile in the Partnership area	Successful registration of surveyors with Building Safety Regulator	Failure to provide	BC Manager	BC	Building Control	Apr-22	Apr-22	Dec-24							
BC04	Objective 2	Maintain our quality assurance accreditation through greater understanding and compliance with ISO9001 Quality Assurance System to ensure recording of adequate audit trails is embedded in the service	Expansion of internal audit role and robust feedback of results to drive improvement	Reduction in repeat non compliance reports	Progress will be monitored through the ISO9001 improvement register	Failure to meet ISO9001 standard and loss of registration as a Building Control provider	BC Lead Auditor	BC	Building Control	Apr-22	Apr-22	Mar-23							