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North Yorkshire Building Control Partnership

Held at Offices of the North Yorkshire Building Control - Easingwold
on Thursday 10 March 2016

Present

Councillors Chatt (Vice-Chairman), Lunn, Phillips (Chairman), Raper and Wilson-Petch

In Attendance

Mandy Burchell, Keith Cadman, Les Chapman, Rob Harper, Mick Jewitt, Nicki Lishman, Callum McKeon and Trevor Watson

Minutes

10 **Apologies for absence**

There were no apologies for absence.

11 **Minutes**

Resolved

That the minutes of the meeting held on 30 June 2015 be approved and signed by the Chairman as a correct record.

12 **Minutes Public Pack, 04/11/2015 North Yorkshire Building Control Partnership**

Resolved

That the minutes of the meeting held on 4 November 2015 be approved and signed by the Chairman as a correct record.

13 **Urgent Business**

There were no items of urgent business.

14 **Declarations of Interest**

There were no declarations of urgent business.

15 **Revised Budget 2015/16 and Proposed Budget 2016/17**

The Head of Building Control presented a report detailing a revised budget for 2015/16 and a proposed budget for 2016/17, together with a further two years of the financial recovery plan.

Resolved

1. That a revised budget for 2015/16 and a proposed budget for 2016/17 as detailed in the report be approved.

2. That the expected outturn be noted by Partner Authorities and advised to their appropriate committees.
3. That a 4% increase be applied to Building Regulation Charges for the financial year 2016/17.

16 Monitoring - Financial Performance April 2015 - January 2016

The Head of Building Control presented a report detailing the Building Control Partnership's financial performance from April 2015 to January 2016 inclusive.

Resolved

That the report be noted.

17 Performance 1 April 2015 to 30 September 2015

The Head of Building Control presented a report detailing the Building Control Partnership's operational performance from 1 April 2015 to 31 December 2015.

Resolved

That the report be noted.

18 Exempt information

Resolved

That under Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following items as there would be a likely disclosure of exempt information relating to the financial or business affairs of any particular person (including the authority holding that information).

19 Communications Plan

The Head of Building Control presented a report detailing the proposed Communications Plan for the Partnership, which established communication links and the methods of communication with various stakeholder groups and users.

Resolved

That the Communications Plan as set out in the Appendix to the report be adopted.

20 Marketing Strategy 2016 - 2017

The Head of Building Control presented a report detailing the Marketing Strategy for the year 2016/17.

Resolved

That the Marketing Strategy detailed in the Appendix to the report be adopted.

21

Restructure Report

The Head of Building Control presented a report seeking Members' approval for the restructuring of the Partnership to meet current and future operational requirements, staffing resources and budget estimates.

Resolved

i). That option 3 to reduce the size of the current office space from 1 September 2016, following completion of the current Lease Agreement, be adopted and a new six year lease with a three year break clause be entered into.

ii). That the Partnership diversify into fire risk assessment and flood defence surveys for domestic and commercial properties.

iii). That the Head of Building Control and Area Building Control Officer (Selby) be released from duty under the Partnership's Early Retirement and Voluntary Redundancy Agreement as of 31 August 2016 and 1 April 2016, respectively and a revised Head of Service role be recruited accordingly. The recruitment panel to consist of the Chairman, Vice Chairman and past Chairman.

iv). That a new post of Part Time Marketing & Administration Officer be established from the 1 April 2016 on 20 hours per week and the current Part Time Administration Officer hours be extended from 18.5 to 25 hours per week.

v). That the current Marketing Manager's Bureau Contract be terminated from 31 July 2016.

vi). That an Assistant Building Control Officer post be established from 1 September 2016 and two Assistant Building Control Officer posts be established from 1 September 2017.

vii). That the revised budget for 2016/17 as set out in Appendix C of the report be adopted.

viii). That the Partnership's current reserve maximum level of £150,000 be increased to £250,000.

22

Date of next meeting

The annual general meeting of the North Yorkshire Building Control Partnership will be held on 29 June 2016.

23

Any other business that the Chairman decides is urgent.

There being no items of urgent business, the meeting closed at 2.45 pm.

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