

# Public Document Pack

## North Yorkshire Building Control Partnership

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Held at Offices of the North Yorkshire Building Control - Easingwold  
on Wednesday 12 October 2011

### Present

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Councillors Mackman (in the Chair), Raper and Robson, Chatt, Parlour

### In Attendance

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Mandy Burchell, Maurice Cann, Les Chapman, Paul Cresswell, Nick Edwards, Karen Iveson, Phil Morton and Sue Shuttleworth

### Minutes

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14      **Apologies for absence**

Apologies for absence were received from K Dawson, Councillors Bastiman, and Swales.

15      **Welcome**

The Chairman welcomed all those present to the meeting and appropriate introductions were made.

16      **Minutes of the meeting held on the 29 June 2011**

The minutes of the meeting of the North Yorkshire Building Control Partnership held on 29 June 2011 (previously circulated) were presented.

**Resolved**

That the minutes of the meeting of the North Yorkshire Building Control Partnership held on 29 June 2011 be approved.

17      **Urgent Business**

There were no items of urgent business

18      **Declarations of Interest**

There were no declarations of interest.

19      **Presentation on Changes to Public Sewers**

The Head of Building Control gave a presentation on "The Big Transfer" which explained the changes in responsibilities for the public sewer network post 1 October 2011. Copies of the presentation were circulated at the meeting.

There were significant changes in the regulations and the implications for Building Control were explained in detail.

**Resolved**

That the report be received.

20

**Audit Report**

The Building Control Manager submitted the Internal Audit Report for the North Yorkshire Building Control Partnership for the financial year 1 April 2010 to 31 March 2011 (previously circulated).

The outcome of the report indicated that with one minor exception the Partnership's procedures, processes and policies were robust and well applied, with no major risks identified. Only one minor issue had been identified relating to procedural matters and revisions had been implemented to remove the risk.

It was reported at the meeting that an external audit carried out by Mazars indicated a satisfactory position and it was noted that since the appointment of Mazars the cost of audit had reduced to £3,000 resulting in a saving of £9,000.

**Resolved**

That the report be received and that the Accountancy sections for each Council be thanked for their valued assistance.

21

**Performance Report**

The Head of Building Control submitted a report (previously circulated) giving details of the Building Control Partnership's operational performance from 1 April 2011 to 31 August 2011.

Attention was drawn to paragraph 5.3 of the report which indicated that the Partnership had achieved most of its targets with the exception of those relating to market share and training and details of these exceptions were set out in the report.

The report was discussed in detail and concern was expressed at BC12 relating to the percentage of market share within Schedule 2/3 in the domestic and commercial sectors. It was considered important that this be improved and that attempts be made for the Partnership to be involved in big housing developments. It was agreed that a report would be submitted to the next meeting of the Board indicating the Partnership's position relative to independent inspectors.

It was considered that BC15 - Income gained through LABC Partnerships – was no longer relevant and would not be included in the next Business Plan.

Copies of the results for the first six months of customer surveys were circulated at the meeting.

### **Resolved**

That the report be noted and that a report be submitted to the next meeting of the Board giving details of the Partnership's market share position relative to independent inspectors.

## **22 Provision of Support Services to the Building Control Partnership**

The Corporate Director (s151) submitted a report (previously circulated) informing members of the current service levels provided and associated charge to the Building Control Service by Ryedale District Council. The report also gave details of the additional cost that would be incurred if full monitoring statements between July and April each year were to be provided in addition to current quarterly reporting.

The problem of authorities using different computer systems was discussed and it was considered that at some point in the future there was a need to investigate alternative options for the delivery of IT solutions for Building Control.

It was considered that switching meeting times to after the end of each quarterly full management monitoring report could ensure prompt discussion of the actual full financial picture. It was pointed out, however, that it was a legal requirement that a meeting be held in June.

### **Resolved**

That the report be noted and that

- (a) No additional reporting to that currently provided be required
- (b) The Head of Building Control be authorised to decide on dates for the quarterly meetings of the Board, bearing in mind the legal requirement for a meeting to be held in June

## **23 Exempt Information**

### **Resolved**

That, under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items as there will be a likely disclosure of exempt information as defined in Paragraphs 3 or Part 1 of

Schedule 12A of the Act as the information relates to the financial or business affairs of any particular person (including the authority holding that information).

24 **Monitoring Statement**

The Head of Building Control submitted a report (previously circulated) presenting Members with details of the financial performance of the North Yorkshire Building Control Partnership for the months of April 2011 to August 2011 inclusive.

The report was discussed in detail and it was considered that there was a case for a fundamental review of the Partnership's operation, including the cost of accommodation, and that there was a need to increase income.

**Resolved**

That the report be noted and that

- (a) A detailed breakdown of accommodation costs be submitted to a future meeting of the Board
- (b) The proposals for new areas of work for income generation contained in paragraph 6.4 of the report be approved and a progress report be submitted in six months' time
- (c) A report be submitted to the next meeting of the Board on the benefits of rationalising the Partnership's IT
- (d) A report to be submitted to the next meeting of the board on a review of the true cost to the Partnership of undertaking non chargeable work.

25 **A verbal report to be given.**

The Head of Building Control reported on the current position relating to the possibility of another authority joining the partnership.

**Resolved**

That the report be noted.

26 **Any other business that the Chairman decides is urgent.**

There being no other business, the Chairman declared the meeting closed at 3.15pm. It was noted that the next meeting would be held in January 2012 on a date to be advised.