

# **DEVON BUILDING CONTROL PARTNERSHIP COMMITTEE**

## **29 NOVEMBER 2006**

### Present:

Councillor Moyse – West Devon Borough Council (Chairman)  
Councillor Haines - Teignbridge District Council (Vice Chairman)  
Councillor Berman - Teignbridge District Council  
Councillor Bater - West Devon Borough Council (for Councillor Sherrell)  
Councillor Bastone - South Hams District Council  
Councillor Rosevear - South Hams District Council

### Apologies:

Councillor Sherrell - West Devon Borough Council

### Also in attendance:

Reg Luxton – Devon Building Control Partnership  
Roger Collins – Devon Building Control Partnership  
Gary Charles – Devon Building Control Partnership  
Helen Dowdall – West Devon Borough Council  
Steve Wotton – Teignbridge District Council  
Alan Robinson – South Hams District Council  
Mike Tithecott – South Hams District Council

## **1. PRESENTATION**

On Behalf of the Partnership Board, the Chairman presented Reg Luxton with an award for his 40 years dedication to Building Control but in particular for his recent work with the Department of Communities and Local Government (DCLG) and the Local Authority Building Control Services (LABC) in promoting the work of the Devon Building Control Partnership by developing a Partnership Case Study, which is available on the DCLG's website.

This work has lead to the Partnership presenting its case study to the Transformational Government Event for the DCLG on the 25 January 2007 and at the LABC Services partnership event on the 11 January 2007 in Bristol.

## **2. MINUTES**

The minutes of the meeting held on the 27 September 2006 were approved and signed as a correct record, subject to the following amendments:

- Officers in Attendance: The minutes should reflect that those officers in attendance who were now part of the Partnership were representing the Partnership and not individual authorities;
- Financial Monitoring of the 2006-07 Budget: Where reference was made to new legislation, this should have referred to the impact on levels of service provision rather than fees in particular.

### **3. ADMINISTRATION OF THE PARTNERSHIP COMMITTEE**

Members discussed the administrative arrangements for meetings of the Partnership Committee. This stemmed from concerns regarding the different processes followed by each member authority, particularly with regard to exempt information. It was suggested that the Host Authority provide legal and administrative support to all meetings to ensure consistency.

A Member expressed a desire to be consulted on reports prior to receiving them as part of the published agenda. Other Members were satisfied that issues would be discussed between officers and the Chairman as necessary. However, it was agreed that each Member would be sent a provisional list of agenda items 2 weeks prior to final publication.

### **4. DECLARATIONS OF INTEREST**

Members were invited to declare any interests in the items to be discussed but none was made.

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

#### **Resolved**

That, in accordance with Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item of business as the likely disclosure of exempt information as defined in paragraph 1 of Schedule 12A to the Act is involved.

### **6. REVISED OPERATIONAL STRUCTURE**

Members considered a report of the Head of Service and Head of Operations on a proposal to revise the Partnership's operational structure to provide a single integrated staffing structure across the three member authorities.

In presenting the report, the Head of Operations referred to:-

- (i) the introduction of the existing operational arrangements in May 2005, which brought a flat management structure allowing the majority of staff to be operational and ensure a focus on service delivery was retained;
- (ii) use of Teignbridge District Council's salary grades in revising the remuneration levels of posts within the Partnership. Key posts were subject to job evaluation with union involvement in the process;

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- (iii) revisions made to job titles and job descriptions of all posts to reflect the work of the Partnership;
- (iv) the proposal to create three new posts within the operational structure, one at Assistant Head of Service level and two at Divisional Manager level. Posts would be advertised internally to existing Partnership staff;
- (v) a commitment to resolve issues regarding administrative support staff within the next two months, with all appointments being made before the end of the financial year.

During discussion, the following points were made:-

- (1) A Member questioned the sustainability of the £40,000 additional income generated in the last financial year. In response, Members were advised that flexibility in the operational structure allowed staff to be deployed in pressurised work areas as was required. In addition, new housing developments locally would provide opportunities for income generation;
- (2) Members discussed issues relating to the recruitment and selection process for the vacant posts within the operational structure and were assured that an equitable approach would be followed and union and personnel involvement sought;
- (3) Clarification was provided that the Partnership's year end accounts would include those relating to South Hams District Council following its mid-year entry into the Partnership;
- (4) Members welcomed the inclusion of a number of trainee positions within the operational structure.

### **Resolved**

That the operational structure as set out at appendix A of the report presented to the Committee be approved.

## **6. DATE OF NEXT MEETING**

### **Resolved**

That the next meeting be held as follows:

Wednesday 31 January 2007, 10.00am, Teignbridge District Council

DIANA MOYSE  
Chairman