

## Building Control end of the year report 2022 to 2023

Performance measure	Link to Corporate Plan priority	Target and reporting timescale	Baseline/output from 2021 to 2022	Owner and co-owners	Outcome or output 2022 to 2023
Increase market share of local authority building control (LABC) services for all applications submitted in the East Cambridgeshire district	Sound financial management	Minimum 80%, annually	2021 to 2022 market share percentage was 75.4%	Building Control Manager Senior Surveyor Surveyor Assistant Surveyor BC Admin Manager	Currently 80.3% so far in 2022 to 2023 (up to 17 February 2023).
Achieve a break-even budget for the fee earning account and be self sufficient	Sound financial management	100%, annually	Balanced budget achieved for 2021/22	Building Control Manager Management Accountant	Budget likely to be around 10% overspend by end of march – income has dropped more than expected in first three months of 2023 due to Cost of living and people holding fire on their building work – industry wide, not just ECDC Building Control – our drop less than competitors.
Examine and determine applications within statutory period of 5 weeks or 2 months where an extension of time is agreed	Housing	100%, annually	100% achieved throughout 2021 to 2022	Building Control Manager Senior Surveyor Surveyor Assistant Surveyor	100% achieved for determination of applications within required timescales up to 17 February 2023.
Carry out site inspections on same day if requested before 10am and within 5 days for completion inspections	Housing	90%, annually	100% achieved throughout 2021 to 2022	Building Control Manager Senior Surveyor Surveyor Assistant Surveyor	90% achieved for carrying out of site inspections within required timescales up to 17 February 2023. Site inspection regime changed to next day with effect from May 2022 to suit business and clients.
Register building regulations applications within 3 working days of submission	Sound financial management Be more commercial, but within reason: “commercial for community”	80%, annually	92%	Building Control Manager Senior Surveyor Surveyor Assistant Surveyor	Currently 93% for registrations within 3 days and 98% within 5 days for 2022 to 2023 as at 17 February 2023. One delay due to influx of applications when regulations changed – around 200 received in 3 weeks.

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Help towards statutory compliance with building regulations by carrying out plan checking within 3 working weeks	Sound financial management Be more commercial, but within reason: "commercial for community"	70%, annually	72% of applications plan checked within 3 working weeks	Building Control Manager Senior Surveyor Surveyor Assistant Surveyor	78% of applications plan checked within 3 working weeks.
Check applications for compliance within 3 working weeks	Sound financial management Be more commercial, but within reason: "commercial for community"	70%, annually	72% of applications checked within 3 working weeks	Building Control Manager Senior Surveyor Surveyor Assistant Surveyor	78% of applications checked within 3 working weeks.
<p>Regularly review risks associated with Building Control, including:</p> <ul style="list-style-type: none"> <li>training/validation – to keep abreast of all legislation changes and in turn update our partners and architects</li> <li>ensure staff are given enough time to complete validation training</li> <li>updated SWOT Analysis – identify current threats to the service</li> </ul>	Sound financial management Housing	Minimum annually, annually	All risks mitigated during 2021 to 2022, although recruitment of staff to senior positions not fully sorted	Building Control Manager Senior Surveyor Surveyor Assistant Surveyor BC Admin Manager	<p>All risks reviewed and mitigated during 2022 to 2023 – in particular new recruitment of 2 senior staff. New risks added during 2022 to 2023, which will apply in 2023 to 2024 include:</p> <ul style="list-style-type: none"> <li>Building Safety Regulator/Register - new Surveyor Register being implemented during 2023 – all surveying staff affected</li> <li>Building Safety Levy: Possibility of BSL being allocated to Building Control – await developments from BSR on this (staffing/resources)</li> <li>cost of living crisis - to be aware of cost of living crisis impacting on people delaying building projects, rise in materials or lack of them, increased number of repossessions, increased labour costs and so on</li> <li>training/validation – to keep abreast of all legislation changes and in turn update our partners and architects; ensure staff are given enough time to complete validation training; all staff involved at different levels</li> </ul>
Identify training needs across the service by following effective performance management processes	Sound financial management	As required, annually	All training completed during 2021 to 2022	Building Control Manager Senior Surveyor	Training courses successfully completed for 3 members of team during 2022 to 2023 – 1 other member of staff due to complete June 2023. All staff required to undertake validation training by April 2024.

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Ensure succession planning is in place and maintain a full professionally qualified (applicable to post) team	Sound financial management	As required, annually	All succession planning completed during 2021 to 2022	Building Control Manager Senior Surveyor	Complete.
Carry out annual appraisals	Sound financial management	100%, annually	100% in 2021 to 2022	Building Control Manager Senior Surveyor	Appraisals planned for late February 2023.
Respond to demolition notices within 4 weeks (statutory requirement 6 weeks) in order to ensure compliance with statutory legislation and support customer needs	Cleaner, greener East Cambridgeshire	100%, annually	100% processed within the statutory 6-week period	Building Control Manager Senior Surveyor Surveyor BC Admin Manager Assistant Surveyor	100% processed within self-imposed 4-week period so far in 2022 to 2023 up to 17 February 2023.
<p>Ensure the provision of a responsive dangerous structures service by attending:</p> <ul style="list-style-type: none"> <li>100% of reports of a dangerous structure within 2 hours if after a desktop assessment it is determined the structure may cause immediate danger to the public</li> <li>100% of reports of a dangerous structure within 24 hours if after a desktop assessment it is determined the structure will not cause immediate danger to the public</li> </ul>	Cleaner, greener East Cambridgeshire	100%, annually	100% attended within required timescales for 2021 to 2022	Building Control Manager Senior Surveyor Surveyor	100% attended within required timeframe so far for 2022 to 2023 up to 17 February 2023.