

Building Control Services End of Year report 2018-2019

Performance Measure	Link to Corporate Plan Priority	Target and reporting timescale (i.e. 6 monthly or annually)	Baseline from previous year/output from previous year	Owner and co-owners	Status (at end of year)	Outcome or output (at end of year)
To actively market and promote the building control service to maintain market share	A customer driven efficient Council with a "can do" attitude and pro business approach and commercially focused to ensure financial self sufficiency for the tax payer.	Local authority building control (LABC) services used on a large proportion of all applications submitted in the East Cambridgeshire District	64%	Jason Johnson – Team Leader Duncan Hones – Senior Surveyor John Jeffery – Senior Surveyor Jeannie Ambrose – Surveyor Nigel Harper - Fire Safety and Commercial Advisor (PT) Darren King – Building Control Admin Support Jarred Parisi – Development Services Admin Support		79%* 703 Local Authority applications 185 Approved Inspector applications *up to 28 th Feb 2019
		Achieve a break-even budget for the fee earning account and be self sufficient	Balanced budget achieved	Jason Johnson – Team Leader		Figures at present would indicate a balance budget will be achieved
		Review/improve the Building Control area of the Council website to ensure the information available is up to date and relevant for all customers	Completed	Jason Johnson – Team Leader		Completed
To ensure the provision of a safe and healthy environment	Making East Cambridgeshire an even better place to live	To ensure the provision of a responsive dangerous structures service by attending: <ul style="list-style-type: none"> 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 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 	100% Attended	Jason Johnson – Team Leader Duncan Hones – Senior Surveyor John Jeffery – Senior Surveyor Jeannie Ambrose – Surveyor Nigel Harper - Fire Safety and Commercial Advisor (PT)		100%* 6 Dangerous structure call outs attended within required timescales *up to 28 th Feb 2019
		To respond to 100% of demolition notices within 4 weeks (statutory requirement 6 weeks) in order to ensure compliance with statutory legislation and support customer needs	100%	Jason Johnson – Team Leader Duncan Hones – Senior Surveyor John Jeffery – Senior Surveyor Jeannie Ambrose – Surveyor Nigel Harper - Fire Safety and Commercial Advisor (PT) Darren King – Building Control Admin Support Jarred Parisi – Development Services Admin Support		6* Demolition notices processed within required timescales *up to 28 th Feb 2019
		Attend and provide technical guidance at all applicable Safety Advisory Group meetings both internally and externally	100%	Jason Johnson – Team Leader Duncan Hones – Senior Surveyor John Jeffery – Senior Surveyor Jeannie Ambrose – Surveyor Nigel Harper - Fire Safety and Commercial Advisor (PT)		All meetings attended

Performance Measure	Link to Corporate Plan Priority	Target and reporting timescale (i.e. 6 monthly or annually)	Baseline from previous year/output from previous year	Owner and co-owners	Status (at 6 month stage)	Outcome or output (at 6 month stage)
To provide a dedicated high quality technical service to our customers	A customer driven efficient Council with a "can do" attitude and pro business approach and commercially focused to ensure financial self sufficiency for the taxpayer	Register 80% of building regulations applications within 3 working days of submission	92%	Jason Johnson – Team Leader Darren King – Building Control Admin Support Jarred Parisi – Development Services Admin Support		92%* 703 Applications received 650 Registered within 3 days of deposit date *up to 28 th Feb 2019
		To ensure compliance with building regulations by carrying out plan checking within 3 working weeks Check 70% of applications for compliance within 3 working weeks	74%	Jason Johnson – Team Leader Duncan Hones – Senior Surveyor John Jeffery – Senior Surveyor Jeannie Ambrose – Surveyor Nigel Harper - Fire Safety and Commercial Advisor (PT)		72%* 268 Full Plans applications checked 193 Checked within 3 weeks *up to 28 th Feb 2019
To maintain a full and professionally qualified team that is technically up to date with current and emerging legislative changes		To identify training needs across the service by following effective performance management processes. To ensure succession planning is in place. To maintain a full professionally qualified (applicable to post) team	Completed	Jason Johnson – Team Leader		Completed
		Appraisals to be completed annually	100%	Jason Johnson – Team Leader Duncan Hones – Senior Surveyor John Jeffery – Senior Surveyor Jeannie Ambrose – Surveyor Nigel Harper - Fire Safety and Commercial Advisor (PT)		Completed
To determine building regulations applications and carry out site inspections within specified statutory timescales	Making East Cambridgeshire an even better place to live	To examine and determine 100% of applications within statutory period of 5 weeks or 2 months where an extension of time agreed too.	100%	Jason Johnson – Team Leader Duncan Hones – Senior Surveyor John Jeffery – Senior Surveyor Jeannie Ambrose – Surveyor Nigel Harper - Fire Safety and Commercial Advisor (PT)		100% All full plans applications checked within the statutory time period *up to 28 th Feb 2019
		Carry out 90% site inspections on same day if requested before 10am and within 5 days for completion inspections 90% carried out on day of request	98%	Jason Johnson – Team Leader Duncan Hones – Senior Surveyor John Jeffery – Senior Surveyor Jeannie Ambrose – Surveyor Nigel Harper - Fire Safety and Commercial Advisor (PT)		100% 3326 Inspections booked and carried out on same day *up to 28 th Feb 2019

<p>Ensure that the Council's corporate risks are managed effectively and mitigations are put in place to reduce impact</p>	<p>A customer driven efficient Council with a "can do" attitude and pro business approach and commercially focused to ensure financial self sufficiency for the taxpayer</p>	<p>To regularly review risks associated with Building Control, including:</p> <p>Grenfell Disaster Enquiry*</p> <p>Brexit*</p>		<p>Jason Johnson – Team Leader</p>		<p>*See below</p>
	<p>Grenfell Disaster Enquiry – The full impact on Local Authority Building Control is not yet known. Early indicators suggest local authorities will be required to:</p> <ul style="list-style-type: none"> ensure their teams are suitably qualified, and able to evidence the qualifications. To declare your team are all members of a professional body is no longer sufficient. We have been proactive in this area and have produced a training plan to ensure all our team attain accredited Diplomas in Building Regulations by 2021 ensure building control processes are standardised and adopted across all Local Authorities. LABC are encouraging all Local Authorities to attain ISO 9001 quality management accreditation. LABC have attained ISO 9001 accreditation and, as an early adopter, we have achieved the standard. create a Joint Competent Authority (JCA) to oversee the planning and construction of complex buildings. Whilst it is highly unlikely this will impact on East Cambs, I am looking at ways to become more involved with large projects at planning stage. <p>Brexit - Thus far it has been reported that:</p> <ul style="list-style-type: none"> some large scale high rise projects funded by overseas investment, particularly in London, Birmingham and Manchester have been put on hold. T the construction of houses on large scale developments has slowed down Some stockpiling of materials imported from Europe has been taking place <p>At present construction within the district does not appear to be slowing down. It may be that because our core market is small domestic work, Brexit will not affect us? In fact, house buying may slow down with people choosing to extend existing properties rather than purchase new, larger properties.</p>					