



Somerset Building Control Partnership Manager
Somerset Building Control Partnership
Salary £49,878 - £52,968
37 hours per week - Permanent

Somerset Building Control Partnership (SBCP), hosted by Sedgemoor District Council, delivers the building control service on behalf of its three partner authorities, Sedgemoor, Somerset West & Taunton, and Mendip councils. Its geographical area covers much of the County of Somerset and includes large areas of the Exmoor National Park and the Mendip Hills.

The area has a diverse mix of coastline, rolling countryside, seaside resorts, the City of Wells along with towns such as Taunton, Bridgwater, Burnham-on-Sea, Minehead, Glastonbury and Frome, many villages, rivers, lakes, and the Somerset levels.

SBCP serves a population of close to 392,000. It has currently 18 highly motivated and committed staff dealing with a mix of mostly low-rise domestic and commercial developments. Although covering large rural areas many of its towns and some villages include significant developments with a total number of potential new dwellings exceeding 1000 per year. It has an annual budget of over £1m.

The Partnership is also in advanced negotiations to expand its membership and is looking for the right person to shape and develop the service during these exciting times and beyond.

For this role:

What you'll be doing

Leading the Somerset Building Control Partnership Shared Service and enabling its future development, looking both internally across services and outwards to partners and customers to ensure it continues to develop as an effective and efficient customer-focused service that embraces and delivers innovation, commercial opportunities, value-for-money, a culture of learning and professionalism, and new ways of working.

You will lead the service in responding and successfully adapting to the imminent changes to the Building Regulations, the Building Act and the Building Safety Bill.

As an accredited Investor in People (Gold) we value diversity and celebrate individuality across our workforce. We are committed to equal opportunities in employment and service provision and are only interested in your ability to do the job.

All posts are subject to a Baseline Personal Security Standard Check through the Disclosure Procedure.

For an informal discussion about this post please contact Adrian Gardner 01278 435339.

To apply, please send your CV and recruitment statement (template on [Sedgemoor Careers Page](#)) as to your suitability for the role to: people@sedgemoor.gov.uk

Closing Date - Monday 1st March 12 noon.

Role Profile: Building Control Partnership Manager

Service:	Somerset Building Control Partnership	Post No:	
Reports to:	Assistant Director – Environment & Regulation	Responsible for:	Principal Surveyors Business Support Manager

Purpose of the role

To provide a building control service that meets the requirements of participating councils, through the Partnership Committee. To discharge all participating Councils' delegated powers and duties as required by the Building Act 1984, the Building Regulations and other allied legislation and ensure that effective policies and procedures are in place and evaluated regularly.

To develop the Partnership strategically to meet the requirements of new legislation, working practices and roles within the construction industry while ensuring the partnership is able to maximise and diversify the activities and income.

To recruit, train, develop and manage staff in the provision of such services to the levels and standard required and within the financial and budgetary constraints imposed by legislation and the needs of the partners.

Key Accountabilities

To lead the Building Control Partnership, developing the Partnership strategically to provide high quality building control services and ensure that partners meet their statutory obligations under the relevant legislation. Establish, monitor, and maintain service levels and performance indicators, in agreement with the Partnership Board, to ensure the objectives of the partnership are met.

To manage the financial performance of the Building Control Partnership, including setting and monitoring budgets, setting fee schedules, and managing income and costs to maintain self-financing of the Regulatory service and efficient provision of the Statutory service. To develop the business offering of the service, extending the scope, activities and geographical coverage, and exploring and exploiting new and expanding markets to maximise and diversify the income of the Partnership.

To promote and market the Partnership's services, ensuring the development of a clear brand, and that the approach reflects the standards and objectives of the partners and maintains a viable commercial base for the competitive regulatory service.

To provide positive leadership for staff, creating a culture in which staff can develop in an environment that reflects the Partnership's objectives and values; to recruit, train and manage staff to ensure service delivery of the quantity and to the quality required to meet the Partnerships objectives.

Ensure the Partnership has an effective voice within local government and the construction industry at local, regional & national level.

To ensure that the Partnership's responsibilities for the administration of the Joint Committee are effectively discharged in accordance with the agreed governance arrangements, building strong and positive relationships with the Building Control Partnership members, reporting on the progress of the partnership, managing relationships and attending Council committee meetings where requested.

Essential Criteria – Qualifications and Experience

Corporate membership of an appropriate professional institution (RICS, CABE, CIOB)
Demonstrable commitment to CPD
A relevant management qualification.

Extensive Building Control experience coupled with wide Regulatory and Statutory knowledge as it applies to Building Control and pressures associated with competition from private building providers.

Proven management and leadership experience in a Building Control management capacity.
Broad experience of working with Elected Members.

Proven experience in leading the development and implementation of organisational and cultural change.

Proven experience in successful business planning and evidence of sound financial management skills (including cost reduction and balancing budgets) and commercial awareness.

Health & Safety

Take reasonable care of your own health and safety and that of people who may be affected by what you do (or do not do);

Co-operate with your employer on health and safety, and do not interfere with, or misuse, anything provided for your health, safety or welfare.

Follow the training you have received when using any work items your employer has given you.

Tell your employer, supervisor or health & safety representative if you think the work or inadequate precautions are putting anyone's Health & Safety at serious risk.

Managers

You must take all reasonable and normal steps to ensure the health and safety of your staff, and any other persons who might be affected by the company's activities which would include but not limited to, carrying out risk assessments; addressing high risk matters revealed by that assessment; ensuring equipment is regularly checked and maintained; ensuring that staff understand their own responsibilities in relation to health and safety and are properly trained, and competent to fulfil their functions.

Assess the risks to the health and safety of anyone who may be affected by their activities; and that adequate arrangements must be in place for the "planning, organisation, control, monitoring and review" of the safety measures that follow from those assessments.

The Council's Values



The successful candidate would also be able to demonstrate how they meet the Council's values in the values framework (BANDS J - L) which can be found at [Sedgemoor's Career Page](#).

Special Circumstances

There is a requirement for countywide and regional travel – valid driver's licence and own vehicle required.

Flexible approach to working hours.

Ability to access building sites, rough terrain and scaffolding

Benefits Statement

Role	Somerset Building Control Partnership Manager
Salary	Salary for this role is Band L, £49,878 - £52,968 Payment will be made by credit transfer into a bank or building society account nominated by you and you will be paid calendar monthly in twelve equal payments on the 25th of the month.
Hours of work	The full time post is 37 hours per week with some flexibility to meet the needs of the service
Pension	This is a contributory Local Government Pension Scheme which is based on Career Average Revalued Earnings (CARE) This also includes generous life cover. Employer contribution is 14.9% There are 9 different pay bands for employee contributions, with rates ranging from 5.5% to 12.5%. The average cost for members is 6.8%.
Annual Leave	29 days rising to 32 after 5 years' service
Flexi time	This post is eligible for flexi time
Notice period	Two months
Probation	There is a 6 months' probation
Parking	A parking permit can be purchased by staff at a reduced rate. Purchase is optional (currently unavailable due to Covid-19)
Employee Assistance programme	We have an Employee Assistance Programme (EAP) where employees can access useful information regarding their own Health and Wellbeing. Subsidised flu jab, reimbursement for cost of eye test for VDU users and with a eligible prescription a contribution towards the cost of glasses (please see the website for costs)
Learning & Development	Sedgemoor District Council is committed to your training and development and this may include both formal and informal learning or supporting you with a professional qualification including the payment of one professional membership.
Travel	Assisted Car loan scheme available to all staff, allowing the opportunity to borrow a loan of up to 50% of the employees net salary to purchase at a low rate of interest There is also an option to exchange basic salary in return for a bike and safety/security equipment of up to £1000 and save on Tax and national insurance