

Building Control End of the Year Report 2025 to 2026

Performance measure	Link to Corporate Plan priority	Target and reporting timescale	Baseline/output from 2024 to 2025	Owner and co-owners	Outcome or output 2025 to 2026
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	2024 to 2025 market share percentage was 76.9%	Building Control Manager Senior Inspector Inspector BC Admin Manager	Ongoing – On Target 79.6% in 2025 to 2026 (up to 28 th February 2026).
Achieve a break-even budget for the fee earning account and be self sufficient	Sound financial management	100%, annually	c.19% overspend for 2024/5	Building Control Manager Management Accountant	Completed – Target Not Met Budget likely to be around 20% overspend (c.£60K) by end of March 2026. Income has been lower than anticipated throughout the year, despite both application numbers and market share increasing (6% and 1.8% respectively). The type/size of building project has decreased, with more conversion and extension projects as opposed to new build – meaning a decrease in fees due. Fee review will take place Summer 2026 and result of National Consultation should result in non-fee earning work becoming chargeable – these 2 items will address shortfalls.
Examine and determine applications within statutory period of 5 weeks or 2 months where an extension of time is agreed	Sustainable communities	100%, annually	100% achieved throughout 2024 to 2025	Building Control Manager Senior Inspector Inspector Assistant Inspector	Completed – Target Met 100% achieved for determination of applications within required timescales up to 28 February 2026.
Carry out site inspections on same day if requested before 10am and within 5 days for completion inspections	Sustainable communities	90%, annually	99% achieved throughout 2024 to 2025	Building Control Manager Senior Inspector Inspector Assistant Inspector	Completed – Target Exceeded 99% achieved for carrying out of site inspections within required timescales up to 28 February 2026.

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Register building regulations applications within 3 working days of submission	Sound financial management	80%, annually	93% for 3-day turnaround and 98% for 5-day turnaround in 2024/25	Building Control Manager Admin Manager	Completed – Target Exceeded Currently 94% for registrations within 3 days and 98% within 5 days for 2025 to 2026 as of 28 February 2026. Only delays due to applicant mis-information, lack of payment.
Help towards statutory compliance with building regulations by carrying out plan checking within 3 working weeks	Sound financial management	70%, annually	99% of applications plan checked within 3 working weeks during 2024/25	Building Control Manager Senior Inspector Inspector Assistant Inspector	Completed – Target Exceeded 99% of applications plan checked within 3 working weeks - 82% actioned within 1 week and 89% within 2 weeks.
<p>Regularly review risks associated with Building Control, including:</p> <ul style="list-style-type: none"> • training/validation – to keep abreast of all legislation changes and in turn update our partners and architects • ensure staff are given enough time to carry out training to help with LGR implementation validation training • updated risk register – reviewed August 2025 • Building Safety Levy implementation – planned now for October 2026. • Review and cleanse DMS to aid LGR implementation 	Sustainable communities	Minimum annually, annually	All risks mitigated during 2024 to 2025.	Building Control Manager Senior Inspector Inspector Assistant Inspector BC Admin Manager	<p>Completed = Targets Met</p> <p>All risks reviewed and mitigated during 2025 to 2026 as far as can be realised. New risks added during 2025 to 2026, which will apply in 2026 to 2027 include:</p> <ul style="list-style-type: none"> • Building Safety Regulator – keep abreast of all updated requirements in terms of competency, validation – likelihood new Head of BSR will want to change outputs and stats • Building Safety Levy – postponed from 2025 and now expected to commence October 2026. Currently undertaking consultation meetings. • Income – review regularly to maximise opportunities for income generation. • Government changes to planning in terms of housebuilding and planning relaxation could provide an upturn in Building Control numbers. • training/validation - to keep abreast of all legislation changes and in turn update our partners and architects, ensure staff are keeping up to date with their CPD obligations. Undertake training to help assist LGR implementation. • risk - review and update the Building Control risk register (last done August 2025) to align with service delivery.
Identify training needs across the service by following effective performance management processes	Sound financial management	As required, annually	All training completed successfully during 2024 to 2025	Building Control Manager Senior Inspector Inspector Trainee BC Admin Manager	Completed – Target Met Training courses successfully completed by 4 members of team during 2025 to 2026. All staff will take further training in 2026/27 in Fore Engineering – this will help facilitate a smooth integration with LGR.

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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 2025 to 2026	Building Control Manager Senior Inspector	Ongoing – On Target Staff training has removed 2 different issues around “single point of failure” within the department. Have made ourselves available to take on a trainee (fully funded) in Spring/Summer 2026. Work will commence on getting ready for re-certification in 2027/28.
Carry out annual appraisals	Sound financial management	100%, annually	100% in 2025 to 2026	Building Control Manager Senior Inspector	Completed – Target Met All appraisals for 2026-27 booked in for March 2026.
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 Inspector Inspector BC Admin Manager	Completed - Target Met 100% processed within self-imposed 4-week period so far in 2025 to 2026 up to 28 February 2026.
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 	Sustainable communities	100%, annually	100% attended within required timescales for 2024 to 2025	Building Control Manager Senior Inspector Inspector	Completed – Target Met 100% attended within required timeframe so far for 2025 to 2026 up to 28 February 2026.
Implement further digitisation of our service in order to reduce paper use and postage/printing costs	Cleaner, greener East Cambridgeshire	To produce efficiencies and save money.	c. £3k saving in 2025/26	Building Control Manager BC Admin Manager	Ongoing – On Target Savings of approximately £3K have been made in 2025/26 by sending customer documentation out electronically. 15% decrease in printing

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<p>(specifically in 2024 to 2025, send all acknowledgement letters by email only, rather than post, and investigate other measures to further reduce paper/printing/postage usage</p>					<p>during 2025/26, over 40% decrease over 3 years.</p>