

**MINUTES OF THE  
PENNINE LANCS BUILDING CONTROL COMMITTEE**  
Meeting held at Blackburn Town Hall  
Tuesday 21<sup>st</sup> January 2020

@ 4.30 pm

<b>NAME</b>	<b>TITLE</b>	<b>COUNCIL</b>
Councillor Ivor Emo	Executive Member for Housing & Leisure	Burnley Borough Council
Councillor Phil Riley	Deputy Leader and Executive Member for Regeneration	Blackburn with Darwen Borough Council
Nick Bargh	Head of Pennine Lancs Building Control	PLBC
Martin Kelly	Director of Growth and Development	Blackburn with Darwen Borough Council
Paul Gatrell	Head of Housing & Development Control	Burnley Borough Council
Eric Dickinson	Democracy Officer	Burnley Borough Council

<b>Item No.</b>	<b>Issue</b>
<b>10</b>	<b>Welcome and Apologies</b>
	Councillor Ivor Emo, the Chair, welcomed all attendees to the meeting.
<b>11</b>	<b>Minutes of last meeting</b>
	The Minutes of the last meeting held on the 19 <sup>th</sup> November 2019 were agreed as a correct record and signed by the Chair.
<b>12</b>	<b>Budget and Income Monitoring</b>
	Purpose To provide the Joint Committee with Pennine Lancs Building Control 2019/20 fee income monitoring information for the

	<p>financial period October to November 2019.</p> <p><b>Reason For Decision</b> To ensure the Joint Committee is kept fully informed of Pennine Lancashire Building Control's budget position, income targets and performance.</p> <p><b>Decision</b> That the Pennine Lancs Building Control 2019/20 fee income monitoring information for the financial period October to November 2019 be noted.</p>
<b>13</b>	<b>Performance Monitoring</b>
	<p><b>Purpose</b> To provide the Joint Committee with performance monitoring information updated to include the period October to November 2019.</p> <p><b>Reason For Decision</b> To ensure the Joint Committee is kept fully informed of Pennine Lancashire Building Control's operational performance against the targets set out in the Business Plan and the Policy and Procedures Manual.</p> <p><b>Decision</b> That the performance monitoring data provided for the period October to November 2019.</p>
<b>14</b>	<b>Budget 2019/20 to 2021/22</b>
	<p><b>Purpose</b> To provide the Joint Committee with Pennine Lancs BC Revised 2019/20 Budget and advise both BwD and Burnley of their partnership contributions.</p> <p>To provide the Joint Committee with the Pennine Lancs BC Original 2020/21 Budget and advise both BwD and Burnley of their partnership contributions.</p> <p>To provide the Joint Committee with the Pennine Lancs BC Draft 2021/22 Budget and advise both BwD and Burnley of their estimated partnership contributions.</p> <p><b>Reasons For Decision</b> To ensure the Joint Committee is kept fully informed of Pennine Lancashire Building Control budget position for 2019/20 to 2021/22 and details of partnership contributions, in accordance with Schedule 2 (Financial arrangements) of the PLBC SLA, in order that each party may be notified of their estimated annual</p>

*Pennine Lancs Building Control service is managed and controlled by Blackburn with Darwen and Burnley Borough Councils*



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	<p>contribution for inclusion in their own budget setting process for the following financial years.</p> <p>Decision</p> <p>(1) That the Joint Committee notes the PLBC Revised 2019/20 Budget outlined in Appendix 1 and forecast partnership contributions of £162,978 and £89,701 for BwD and Burnley respectively;</p> <p>(2) That the Joint Committee notes the PLBC Original 2020/21 Budget outlined in Appendix 1 and forecast partnership contributions of £168,166 and £92,556 for BwD and Burnley respectively; and</p> <p>(3) That the Joint Committee notes the PLBC Draft 2021/22 Budget outlined in Appendix 1 and forecast partnership contributions of £170,163 and £93,655 for BwD and Burnley respectively.</p>
<b>15</b>	<b>Appointment of Secretary</b>
	<p>Decision</p> <p>That Burnley Council would continue to provide the Secretary for the remainder of 2019/20 until the AGM in June 2020, after which the Secretary would alternate with Blackburn with Darwen Council and be from the same Authority as the Chair for subsequent years- with all the meetings each year to be held at that Authority.</p>
<b>16</b>	<b>Date of Next Meeting and Future Meetings in 2020/21</b>
	<p>That the date of the next meeting in 2019/20, and future meetings during 2020/21 be agreed as follows at 4.30pm on Tuesdays;</p> <p>16<sup>th</sup> June 2020 AGM- Burnley  1<sup>st</sup> Sept 2020- Blackburn  27<sup>th</sup> October 2020- Blackburn  19<sup>th</sup> January 2021- Blackburn  2021 AGM - Blackburn</p>