

**MINUTES OF THE
PENNINE LANCS BUILDING CONTROL COMMITTEE
Annual General Meeting held at Burnley Town Hall
Tuesday, 2nd July 2019
@ 4.30 pm**

NAME	TITLE	COUNCIL
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

Item No.	Issue
1	Appointment of Chair and Vice-Chair for 2019-20
	Decision Councillor Ivor Emo was appointed as Chair, and Councillor Phil Riley as Vice Chair, of PLBC for the 2019/20 Municipal Year.
2	Welcome and Apologies
	Councillor Ivor Emo welcomed all attendees to the meeting.
3	Minutes
	The Minutes of the last meeting held on the 31 st January 2019 were agreed as a correct record.
4	Budget and Income Monitoring

	<p>Purpose To provide the Joint Committee with Pennine Lancs. Building Control 2018/19 out-turn figures and 2019/20 fee income monitoring information for the financial period April to May 2019.</p> <p>Reasons For Decision To ensure the Joint Committee is kept fully informed of Pennine Lancashire Building Control's budget position, income targets and performance.</p> <p>Decision That the Pennine Lancs. Building Control 2018/19 out-turn figures and 2019/20 fee income monitoring information for the financial period April to May 2019 be noted.</p>
5	Performance Monitoring
	<p>Purpose To provide the Joint Committee with performance monitoring information updated to include period January to May 2019.</p> <p>Reason For Decision To ensure that the Joint Committee is kept fully informed of Pennine Lancashire's Building Control's operational performance against the targets set out in the Business Plan and the Policy and Procedures Manual.</p> <p>Decision That the performance monitoring data provided from January to May 2019 be noted by the Joint Committee.</p>
6	Dates of next and future meetings for 2019-20
	<p>Decision</p> <p>(1) That the date of the next and future meetings for 2019/20 be at 4.30pm, as follows; 3rd September 2019-Blackburn 29th October 2019- Burnley 21st January 2020- Blackburn; and</p> <p>(2) That at the next meeting the Joint Committee will appoint The Secretary for the remainder of 2019/20, being an officer of a Partner Authority, who shall be designated amongst other things to provide administrative support as set out in Paragraph 8 of the constitution.</p>