

**MINUTES OF THE
PENNINE LANCASHIRE BUILDING CONTROL JOINT COMMITTEE**
Meeting held at
Town Hall, Blackburn
Wednesday 1st February 2017 @ 4.00pm

NAME	TITLE	COUNCIL
Councillor Phil Riley	Executive Member for Regeneration	Blackburn
Councillor John Harbour	Executive Member for Housing & Environment	Burnley
Paul Gatrell	Head of Housing and Development Control	Burnley
Nick Bargh	Head of Building Control	PLBC
Imelda Grady	Democracy Officer	Burnley

Item No.	Issue
20.	Welcome and Apologies
	The Chair, Councillor Phil Riley, welcomed everyone to the meeting. Apologies were received from Mick Cartledge.
21.	Minutes of the last meeting
	Minutes of the last meeting held on 2 nd November 2016 were approved as a correct record.
22.	Budget and Income Monitoring
PURPOSE	To provide the Joint Committee with the Pennine Lancashire Building Control 2016/17 fee income monitoring information for the financial period April to December 2016.
REASON FOR DECISION	To ensure that the Joint Committee is kept fully informed of Pennine Lancashire Building Control's budget position, income targets and performance.
DECISION	That the Pennine Lancashire Building Control 2016/17 fee income monitoring information from April to December 2016 be noted.

23.	Performance Monitoring
PURPOSE	To provide the Joint Committee with performance monitoring information updated to include the period October to December 2016.
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 Policy.
DECISION	That the Pennine Lancashire Building Control performance monitoring data from October to December 2016 be noted.
24.	Budget 2016/17-2018/19
PURPOSE	<p>To provide the Joint Committee with Pennine Lancashire Building Control Revised 2016/17 Budget and advise both Blackburn with Darwen and Burnley of their partnership contributions.</p> <p>To provide the Joint Committee with the Pennine Lancashire Building Control Original 2017/18 Budget and advise both Blackburn with Darwen and Burnley of their partnership contributions.</p> <p>To provide the Joint Committee with the Pennine Lancashire Building Control Draft 2018/19 Budget and advise both Blackburn with Darwen and Burnley of their estimated partnership contributions</p>
REASON FOR DECISION	<p>To ensure the Joint Committee is kept fully informed of Pennine Lancashire Building Control budget position for 2016/17 to 2018/19 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 contribution for inclusion in their own budget setting process for the following financial years.</p> <p>During the year 2017/18 the Service is due to be subject to service review. Under the terms of the Service Level Agreement, any cost efficiencies in the non-fee earning section of the business that were generated by this review would ordinarily be returned to the Building Control Reserve. In this instance however, the Joint Committee is asked to agree an approach whereby any such efficiencies that are generated are returned to the Partner Authorities as a cash saving, including if applicable as</p>

	<p>an in-year saving in 2017/18 and beyond. It is proposed that any saving would be distributed in the normal ratio applied within the Service Level Agreement; 64.5% BwD and 35.5% Burnley. Updates will be provided to the Joint Committee during the course of the year as to progress of this review and any financial implications.</p>
DECISION	<p>(1) That the PLBC Revised 2016/17 Budget outlined in Appendix 1 and forecast partnership contributions of £164,111 and £90,325 for BwD and Burnley respectively be noted;</p> <p>(2) That the PLBC Original 2017/18 Budget outlined in Appendix 1 and forecast partnership contributions of £187,007 and £102,927 for BwD and Burnley respectively be noted;</p> <p>(3) That the 2018/19 Budget outlined in Appendix 1 and forecast partnership contributions of £168,379 and £92,673 for BwD and Burnley respectively be noted;and</p> <p>(4) That it be agreed that any efficiency in the non-fee earning section of the PLBC business that is generated by a service review in 2017/18 shall be returned to the respective Partner Authorities as a cash saving, with the total saving amount being distributed in the ratio of 64.5% BwD and 35.5% Burnley respectively.</p>
25.	Dates of Meetings 2016/17
DECISION	<p>That the date of the next meeting during 2016/17 be held as follows; 20th June 2017 AGM (Burnley) at 4.30pm</p>