



**MINUTES OF THE
PENNINE LANCASHIRE BUILDING CONTROL JOINT COMMITTEE**
Meeting held at
Blackburn Town Hall, Blackburn
Tuesday, 8th September 2015 @ 1.00pm

NAME	TITLE	COUNCIL
Councillor John Harbour	Executive Member for Housing & Environment	Burnley
Councillor Phil Riley	Executive Member for Regeneration	Blackburn
David Proctor	Head of Regeneration	Blackburn
Nick Bargh	Head of Building Control	PLBC
Eric Dickinson	Democracy Officer	Burnley

Item No.	Issue
7.	Welcome and Apologies
	The Chair, Cllr John Harbour, welcomed everyone to the meeting. Apologies were received from Paul Gatrell and Mick Cartledge.
8.	Minutes of the last meeting
	Minutes of the last meeting held on 23 rd June 2015 were approved as a correct record.
9.	Budget and Income Monitoring
PURPOSE	To provide the Joint Committee with Pennine Lancashire Building Control 2015/16 fee income monitoring information for the period April to-July 2015/16.
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 2015/16 fee income monitoring information be noted.
10.	Performance Monitoring
PURPOSE	To provide the Joint Committee with updated performance

	monitoring information to include the period May to July 2015
REASON FOR DECISION	To ensure that 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 & Procedures Manual.
DECISION	That the performance monitoring data provided be noted.
11.	Partnership Risk Register
PURPOSE	To provide the Joint Committee with an update on the risk register for Pennine Lancashire Building Control partnership.
REASON FOR DECISION	To ensure that the Joint Committee is kept fully informed of the partnership risks associated with the joint Building Control service
DECISION	<ul style="list-style-type: none"> i) That the updated risk register be noted; ii) That it is required that the risk register be regularly monitored and updated; and iii) That the Joint Committee be informed at the earliest opportunity where the residual risk is calculated as being high.
12.	Business Plan
PURPOSE	To provide the Joint Committee with an updated Business Plan for 2015 - 2017.
REASON FOR DECISION	To comply with the constitutional requirement that a Business Plan is maintained.
DECISION	That the updated Business Plan for 2015 -2017 be approved.
13.	Date of Meetings 2015-16
DECISION	That the following dates for the 2015-16 meetings be confirmed at 4.30pm as: 3 rd November 2015 (Burnley) 26 th January 2016 (Blackburn)