PENNINE LANCASHIRE
building control

MINUTES OF THE
PENNINE LANCS BUILDING CONTROL COMMITTEE
Meeting held at Burnley Town Hall
19th November 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
Paul Gatrell	Head of Housing & Development Control	Burnley Borough Council
Eric Dickinson	Democracy Officer	Burnley Borough Council

Item No.	Issue
1	**Welcome and Apologies**
	Councillor Ivor Emo welcomed all attendees to the meeting.
2	**Minutes**
	The Minutes of the last meeting held on the 10th September 2019 were agreed as a correct record.
3	**Additional Items of Business**
	In accordance with the provisions of Section 11 (B) (4) (b) of the Local Government Act 1972 the Chair decided that an additional item regarding a verbal report about the Phase 1 Grenfell Fire Report be considered at this meeting, due to the special circumstances regarding the relevance of the report, and that it be taken after the Item on Building Regulation Charges.
4	**Budget and Income Monitoring**

	Purpose To provide the Joint Committee with Pennine Lancs Building Control 2019/20 fee income monitoring information for the financial period August to September 2019/20, and a verbal update for October 2019. Reason For Decision To ensure the Joint Committee is kept fully informed of Pennine Lancashire Building Control's budget position, income targets and performance. Decision That the Pennine Lancs Building Control 2019/20 fee income monitoring information for the financial period August to October 2019/20 be noted.
5	**Performance Monitoring**
	Purpose To provide the Joint Committee with performance monitoring information updated to include the period August to September 2019, and a verbal update for October 2019. Reason For Decision 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. Decision That the performance monitoring data provided for the period August to October 2019 be noted.
6	**Building Regulation Charges 2020-21**
	Purpose To annually review the current 2019/20 published Scheme of Building Regulation charges in accordance with each Partner Authorities timetable for reviewing their respective Corporate Fees and Charges. Reason For Decision To meet the Joint Committee's statutory responsibility under the Scheme of Building Regulation charges. Decision That the Scheme of Building Regulation Charges set out in Appendix A, with an effective commencement date of 1st January 2020, be adopted.
7	**Phase 1 Grenfell Fire Report**
	Purpose

	To consider a verbal report regarding the recommendations from the Phase 1 Grenfell Fire Report and to discuss issues relevant to PLBC and its work. Reason For Decision To be aware of the recommendations from the Phase 1 Grenfell Fire Report as they relate to PLBC and its work. Decision To note the recommendations from the Phase 1 Grenfell Fire Report regarding the Fire and Rescue Service, materials, plans, lifts, internal signage, communication with residents, and fire doors and how they relate to PLBC and its work
8	**Appointment of Secretary**
	Decision That the appointment of Secretary of PLBC be finally decided at the next meeting on 21st January 2020, with current arrangements to continue until then.
9	**Dates of Future Meetings in 2019/20**
	That the date of the next and future meetings during 2019/20 be as follows; 21st January 2020 (Budget-Blackburn) 16th June 2020 (AGM-Burnley)