

**MINUTES OF A MEETING OF THE MANAGEMENT TEAM
HELD ON 2nd FEBRUARY, 2016**

PRESENT: D. Langton, P. Mousdale, D. Walker, R. Townson, J. Whittaker, V. Green,
P. Atkinson and L. Ritchie

IN ATTENDANCE: M. Mason and S. Tisdale

ACTION BY

169. MINUTES

The Minutes of the Management Team meeting held on 19th January, 2016 were submitted.

AGREED

That the Minutes be approved.

All Management Team

170. TIMETABLE FOR FUTURE MEETINGS

The timetable for future meetings was submitted for consideration.

AGREED

That the timetable be noted and items for future meetings be forwarded to Jane Watson.

All Management Team

171. PERFORMANCE INDICATORS (PI's) QUARTER 3 2015/16

The Strategic Director submitted a report on performance for the period 1st April to 31st December, 2015. It was reported that 58 of the 82 reportable PI's were expected to meet or exceed targets set for the year. The remaining 24 were not expected to meet the targets set.

Performance had, however, improved slightly and the differences were noted in the report.

Management Team considered the underperforming PI's and particular reference was made to the Planning PI's regarding major planning applications and appeal delegation levels. A report on this issue was going to the next Executive meeting.

AGREED

That the report be noted.

All Management Team

172. STRATEGIC PLAN REVIEW 2015/16 (QUARTER 3)

Management Team were presented with progress made in achieving the Council's strategic priorities. This detailed progress between 1st April and 31st December, 2015.

It was noted that 21 actions were overdue which all but 5 of these expected to be delivered by 31st March, 2016. Four would be carried forward and one was no longer required.

There were also 46 actions which were performing just off target which were at the Amber stage. Seven of these would be carried forward to the next service plan.

All unachievable and carry forward actions were listed in Appendix 4 attached to the report.

It was acknowledged, however, that overall performance and improved slightly.

AGREED

(1) That the report be noted.

(2) That a message be sent out to all staff acknowledging the progress made.

Dean Langton

173. ORGANISATIONAL DEVELOPMENT/INVESTORS IN PEOPLE (IIP)

Management Team received an update from the Learning and Organisational Development Officer on organisational development and IIP issues.

It was reported that the Continuous Improvement Group had met for the first time last week and would feed back to Management Team on a monthly basis. Details of issues raised at this first meeting would be circulated to Management Team.

It was noted that improvements had been made to streamline the PMR process for frontline staff; the Strategic Director and Corporate Director would be attending the monthly Team Meetings rather than continuing with the A-Z meetings; career development workshops had been held and Managers had undergone training in coaching skills.

AGREED

That the report be noted and details of the outcomes from the meeting of the Continuous Improvement Group be circulated to Management Team.

Simon Tisdale

174. STEVEN BURKE SPORTS HUB PHASE 2

The Neighbourhood Services Manager submitted a report on progress made in relation to the proposed plans for Phase 2 of the Steven Burke Sports Hub. This phase would incorporate a BMX Pump track, junior skills area and additional car parking.

Both Nelson and the Barrowford and Western Parishes Committees had been consulted on the proposals and a further report would be going to the Barrowford meeting in March. Barrowford Parish Council had expressed some concerns which, it was reported, had almost been resolved.

Funding for the scheme was discussed. Grant applications would be submitted to various funding streams and the Area Committees had been asked to make a contribution as well.

Currently the Council was in the process of transferring various assets to Town and Parish Councils and play areas was on the list for future consideration. Bearing this in mind it was suggested that the future governance of this facility by an independent 'group' should be considered.

AGREED

- | | |
|--|-----------------------|
| (1) That the creation of the second phase of the Steven Burke Sports Hub be agreed in principle. | Kieron Roberts |
| (2) That consideration be given to the future management of the facility. | Kieron Roberts |
| (3) That a report be submitted to Barrowford and Western Parishes Committee in March 2016. | Kieron Roberts |

175. STORM EVA

The Neighbourhood Services Manager provided a detailed update following the effects of Storm Eva on Boxing Day 2015.

Areas covered included the nature of the flooding and the cause; the Council's emergency response and the responses from the Barnoldswick and Earby Flood Defence/Community Groups; the aftermath response and the 'clean up'; details of the flood payments and resilience grant applications available for people affected; the future of the flood defence measure and suggested changes to the Council's emergency procedures.

Management Team discussed at length the various funding streams available to people who had been affected by the recent floods. It was acknowledged that there was little support from the insurance sector and their non-attendance at recent 'Road Shows'.

It was reported that amendments were already being made to the Emergency Plan and the Multi Agency Flood Plan Part II and that there was a need to update the contact details for the Earby Flood Defence Group. Residents had also asked to be provided with contact details of who to contact should they be faced with similar circumstances in the future.

There was also a suggestion put forward that volunteers be sought

to help out in the future and the need to consider changing the Council's sandbag policy was also discussed.

AGREED

- | | |
|--|--|
| (1) That the response from staff to the effects of Storm Eva and subsequent clean-up work be acknowledged and they be thanked for their commitment and assistance to residents within the Borough. | Dean Langton/
Philip Mousdale |
| (2) That the work already being undertaken to amend the Council's Emergency Plan and the Multi Agency Flood Plan Part II be acknowledged. | Peter Atkinson/
David Walker |
| (3) That the scope to obtain financial support from the County Council (as accountable body for Government flooding funds) be explored to help the Council with the implementation and operation of a grant scheme for property level resilience grants. | Vince Green |
| (4) That the Council works with the Earby Flood Defence Group to ensure the contact details are up to date and consideration be given to expanding the Group. | Peter Atkinson |
| (5) That an A4 flyer providing contact details of who to contact for any future floods be made available for residents. | Peter Atkinson |

176. IDOX

In the absence of the Planning, Building Control and Licensing Services Manager no update was provided.