

**MINUTES OF A MEETING OF THE MANAGEMENT TEAM
HELD ON 16th FEBRUARY, 2016**

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

IN ATTENDANCE: G. Whitehead and T. Wilson

(Apologies for absence were received from N. Watson)

ACTION BY

177. MINUTES

The Minutes of the Management Team meeting held on 2nd February, 2016 were submitted.

AGREED

That the Minutes be approved subject to the words 'subject to funding being available' being added to resolution 1 of minute 174 .

**All Management Team/
J. Watson**

178. TIMETABLE FOR FUTURE MEETINGS

The timetable for future meetings was submitted for consideration.

AGREED

That the timetable be noted and the following items be added to the list –

**All Management Team/
J. Watson**

- Corporate Peer Challenge Action Plan (1st March)
- Treasury Management Strategy (15th March)
- Capital Receipts Strategy (15th March)
- Update on Combined Authority and Devolution (15th March)
- Commercial Strategy (April)
- Council Tax Support (Executive agenda) (10th May)
- Gearing for Growth (Executive agenda) (10th May)

**M. Mason
V. Green
V. Green
D. Langton
J. Whittaker
V. Green
J. Whittaker**

179. SERIOUS ORGANISED CRIME STRATEGY (OUR INVOLVEMENT)

The Community Protection and Localities Manager gave a presentation on the Council's involvement in the Serious Organised Crime Strategy which had been launched in October, 2013. It was reported that there were 76 active serious organised crime groups in East Lancashire, 18 of which were in Pendle. The project would run to July, 2017 and had been granted Transformation Challenge Award funding, with match funding provided from the Police Innovation Fund (PIF).

A government accredited information sharing system ('PAM' system) had been developed for which four Council staff currently held a licence. It was explained that the Council would be actively involved with the 'Prevent' and 'Pursue' elements of the 4P model,

and less so with the 'Protect' and 'Prepare'.

Management Team raised a few questions over how the Strategy linked in with the Prevent agenda; the personal responsibility of staff; and the involvement of community leaders. There was also a discussion held over the need for an appropriate internal reporting procedure.

AGREED

(1) That the content of the presentation be noted.

All Management Team

(2) That further work be undertaken on establishing a pro-active internal reporting procedure.

G. Whitehead

180. B-WITH-US CHOICE-BASED LETTINGS SCHEME – UPDATED ALLOCATIONS POLICY

The Housing, Health and Economic Development Services Manager submitted a report which updated Management Team on changes made to the B-with-us Choice-Based Lettings Scheme Allocations Policy. The report provided a summary of the main policy changes. These appeared to be relatively minor and were unlikely to have any impact on the Council in its ability to discharge legal duties towards homeless households.

The full policy review was submitted as an appendix to the report.

AGREED

(1) That the changes to the B-with-us Choice-Based Lettings Scheme Allocations Policy be noted.

**W. Forrest/
J. Whittaker**

(2) That the appropriate Executive portfolio holder be advised of the changes to the Policy.

**W. Forrest/
J. Whittaker**

181. CLITHEROE ROAD/GLENWAY, BRIERFIELD - CPO

The Housing, Health and Economic Development Services Manager submitted a report on a proposal to promote a compulsory purchase order to acquire land at Clitheroe Road/Glen Way to enable comprehensive regeneration of the Brierfield Mills ('Northlight') to take place. The matter was to be considered by Brierfield and Reedley Committee at its 1st March meeting, prior to being determined at the meeting of the Executive on 17th March.

AGREED

That the report be noted and, taking into account the comments of the area committee, the Executive be recommended to approve the proposed course of action.

**J. Palmer/
J. Whittaker/
J. Watson**

182. GLENWAY, BRIERFIELD - CPO

This item had been withdrawn from the agenda.

183. BRIERFIELD AND REEDLEY 10 YEAR VISION

The Housing, Health and Regeneration Services Manager submitted a report which provided details on a Brierfield and Reedley: A 10 Year Vision document which had been produced in support of one of the key objectives of Pendle Council's Strategic Plan for 2015-18. The document, submitted as appendix A to the report, set out a framework for place shaping and physically regenerating the Brierfield and Reedley area over the next decade, based around five key priorities.

The document was to be considered by the Brierfield and Reedley Committee at its 1st March meeting, prior to submission to the Executive and Council.

AGREED

(1) That the report be noted.

All Management Team

(2) That this Council's financial contribution and information on community issues be referenced in the report.

**J. Palmer
J. Whittaker**

(3) That, taking into account the comments of the area committee, the Executive be recommended to approve the proposed course of action.

**J. Palmer/
J. Watson**

184. VISITOR ECONOMY PLAN FOR PENDLE 2016/17

The Housing, Health and Economic Development Services Manager submitted a report which provided details on the Visitor Economy Plan for Pendle (VEPP) 2016/17. The proposed plan, submitted as appendix 1 to the report, showed how Pendle would align its visitor economy activity to meet the objectives of the Lancashire Visitor Economy Strategy (LVES).

AGREED

That the Visitor Economy Plan 2016/17 be submitted to Scrutiny Management Team and Executive for information/approval.

**M. Williams/
L. Rowland/
J. Watson**

185. PENDLE'S CYCLING LEGACY STRATEGY 2016-21

The Neighbourhood Services Manager presented Pendle's Cycling Legacy Strategy 2016-21, which sought to build on the achievements of earlier strategies and the dynamics of hosting Stage Two of the Tour of Britain Cycle Race in September, 2015.

The Strategy had been informed by the latest national, regional and local strategies as well as building on the Tour of Britain legacy. The final report would include an Action Plan that would meet local needs whilst contributing to national and regional targets.

AGREED

That the Strategy be submitted to the March meeting of the Executive for approval.

**T. Wilson/
P. Atkinson/
J. Watson**

186. CHARGING FOR ENVIRONMENTAL INFORMATION

The Democratic and Legal Manager submitted a report for Management Team to consider a way forward for the Council for calculating charges for providing environmental information.

AGREED

That the Council be recommended to carry out –

- (1) the costing exercise outlined in paragraph 12 of the report, and then publish a Schedule of its charges for supplying environmental information.
- (2) an initial assessment of those services which are likely to be affected by this issue and the extent to which we do or do not currently charge.

**R. Townson/
J. Watson**

**R. Townson/
J. Watson**

187. FINANCIAL MONITORING 2015/16 TO 31ST JANUARY, 2016

The Financial Services Manager submitted the Council's Financial Monitoring Statement as at 31st January, 2016.

AGREED

That the report be noted.

All Management Team

188. HEALTH AND SAFETY SENTENCING GUIDELINES

The Environmental Services Manager submitted a report which provided details of the new sentencing guidelines for Health and Safety criminal offences which had applied from 1st February, 2016. Management Team was asked to note the possible impact to both the Authority and individual officers should either be found culpable following investigation into Health and Safety breaches after 1st February, 2016 regardless of the date of the offence.

AGREED

Management Team (16.02.2016)

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| (1) That Management Team members read the guide and cascade information within the document to colleagues within their teams. | All Management Team |
| (2) That the Council's Risk Management Policy be updated to include reference to the new sentencing guidelines and Members be made aware of these changes. | V. Green |
| (3) That arrangements be made for a Health and Safety audit to be carried out. | D. Walker |

189. IDOX

In the absence of the Planning, Building Control and Licensing Services Manager no update was provided. However, those present provided a brief summary on the current position in their service area.