

**MINUTES OF A MEETING OF THE MANAGEMENT TEAM
HELD ON 10th MAY, 2016**

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

IN ATTENDANCE: G. Dickson and J. Williams

(Apologies for absence were received from P. Mousdale).

ACTION BY

228. MINUTES

The Minutes of the Management Team meeting held on 24th April, 2016 were submitted.

AGREED

That the Minutes be approved.

229. TIMETABLE FOR FUTURE MEETINGS

The timetable for future meetings was submitted for consideration.

AGREED

That items for all future meetings be forwarded to Jane Watson.

**All Management Team/
J. Watson**

330. OUTCOME OF THE ELECTIONS

It was reported that following last week's local elections Pendle was still a 'hung' Council with a political balance of 21 Conservatives, 17 Labour, 10 Liberal Democrats and 1 BNP. The Conservatives had gained 3 seats, Labour had lost 1 seat and the Liberal Democrats had remained the same.

The membership of the Executive and other Committees, with the exception of Area Committees, would be decided at Annual Council on 19th May.

331. EXECUTIVE

The agenda and reports for the Executive meeting on 26th May, 2016 were submitted for consideration.

During discussion it was felt that further information was required on a number of reports. The reports identified would now go to the June meeting of the Executive.

AGREED

That the agenda and reports, as amended, be approved.

Jane Watson

332. PENDLE COUNCIL'S PUBLIC HEALTH OFFER

Management Team considered a report on a proposed Public Health Offer which would be submitted to the Pennine Lancashire Transformation Programme.

Pennine Lancashire had been identified as one of the five, distinct, local health and care economies and was likely to replace the existing East Lancashire Health and Wellbeing Partnership which the Council currently fed into.

Management Team were asked to contact Gill Dickson with any elements from their Service Areas which could be included in the offer to ensure all areas had been included.

A number of suggestions were put forward which included a separate category for cycling and walking, more information regarding food safety and the inclusion of what employers could do, in particular what the Council and its partner Liberata were already doing, regarding health and wellbeing for its employees.

AGREED

That, subject to some slight amendments and input from Service Managers, the proposed Public Health Offer be approved.

**Gill Dickson
All Management Team**

333. BROWNFIELD SITES FUND GRANT SCHEME

This report was to be considered by the Executive and was discussed under minute number 331 above.

334. MEDIUM TERM FINANCIAL PLAN (UPDATE)

The Financial Services Manager gave a presentation on the Council's Medium Term Financial Plan (MTFP).

Management Team discussed the assumptions detailed in the plan along with the risks identified. Reference was made the increase in the number of business rates appeals and the related costs to the Council which would need to be met in future years.

It was reported that the Plan would be submitted to the next Executive meeting where membership of the Budget Working Group would also be agreed. It was envisaged that this Working Group would meet in June to start early discussions on the budget process.

Service Managers were reminded that they would be meeting with both Directors during May/June to discuss savings options within their Service Areas. The Outturn report for 2015/16 would be submitted to the Executive in June.

AGREED

(1) That the report be noted.

(2) That Management Team be asked to identify potential options for savings over the Plan period to inform the meetings with the Directors.

All Management Team

335. SCURTINY MANAGEMENT TEAM

The agenda and reports for the Scrutiny Management Team scheduled for 24th May, 2016 were submitted for consideration.

AGREED

That the agenda and reports as submitted be approved.

Lynne Rowland

336. IDOX

The Planning, Building Control and Licensing Services Manager gave an update on progress with the implementation of IDOX.

It was reported that work was progressing well but some issues still needed to be resolved. The system still appeared to be 'unstable' and a report on why the system had been down for over a week in April had not yet been received and the support model was still to be finalised.

The "go live" date was still expected to be 7th September, 2016.