

Report of:	Meeting	Date	Item no.
Garry Payne (Chief Executive), Liesl Hadgraft (Monitoring Officer) & Clare James (Section 151 Officer)	Cabinet	12 July 2017	4

Cabinet minutes 7 September 2016

1. Purpose of report

- 1.1 To advise that a footnote is to be added to the Cabinet minutes of the 7 September 2016, to clarify a statement made at that meeting.

2. Outcomes

- 2.1 That reference to a particular item is clarified but that the minutes remain unchanged.

3. Recommendation

- 3.1 That the contents of this report are duly noted.

4. Background

- 4.1 A matter has been brought to the council's Monitoring Officer with regard to the minutes of the Cabinet meeting held on 7 September 2016. A review of this has identified that the minutes are a true record of what took place at the meeting.
- 4.2 However, the third paragraph of minute number **CAB.09** has the potential to be open to misrepresentation and requires a footnote to be added to the minutes to clarify the position.

5. Key issues and proposals

- 5.1 That in relation to item number **CAB.09** of the minutes recorded at the Cabinet meeting of 7 September 2016, the following words be added as a footnote:

NOTE

These minutes were confirmed at the following Cabinet meeting on 19 October 2016 as a correct record of what took place at the meeting on the 7 September 2016.

However with regard to the third paragraph of minute CAB09 (Lancashire County Council Property Strategy – consultation response) a review by the council’s Monitoring Officer has determined that the following clarification should be provided

“The Labour members of the task group who also sit on the Overview and Scrutiny Committee had indicated in the previous Overview and Scrutiny meeting that they did not support the Task Group report as presented to the Cabinet.”

Financial and legal implications	
Finance	There are no financial implications associated with this report.
Legal	The addendum satisfies compliance with public law requirements and ensures that information recorded at meetings is clear, correct and unambiguous.

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	x
equality and diversity	x
sustainability	x
health and safety	x

risks/implications	✓ / x
asset management	x
climate change	x
data protection	x

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List of background papers:		
name of document	date	where available for inspection
None		

List of appendices

None

arm/ex/cab/cr/17/1207gp1