

**MINUTES OF A MEETING OF THE STRATEGIC CRISIS MANAGEMENT TEAM
HELD ON 13th October, 2020**

PRESENT: D. Langton, P. Mousdale, D. Walker, N. Watson, H. Culshaw, J. Watson, J. Whittaker, M. Mason, J. McDonnell, A. Goode and S. Miller

PART I

376. MINUTES

The Minutes of the Management Team meeting held on 6th October, 2020 were submitted.

AGREED

That the Minutes be approved.

377. SITUATIONAL UPDATE

The Chief Executive reported that as of yesterday the number of positive COVID cases in Pendle was 393.9 per 100,000 population. This had increased by 100 from the previous week. Pendle had the third highest number of positive cases in Lancashire with Burnley the highest and West Lancashire second. However, there had been a wide spread increase in positive rates in other areas of the country.

Hospital admissions continued to rise with more patients also being admitted to ICU. The pressure on hospitals was therefore increasing.

Yesterday the Government introduced the three tier Local Alert Levels. Lancashire was currently within Tier 2 but it was thought some areas of Lancashire should be within Tier 3. The Local Alert Levels were being discussed in Parliament today and were to come into force from 5pm tomorrow. These restrictions would remain in place for four weeks unless renewed. There was little clarity at the moment to suggest how these restrictions would be lifted.

Advice from the Director of Public Health was that more measures were needed to reduce the rate of infection. It was felt that enforcement, businesses', individuals and the protection of the vulnerable were areas that needed to be addressed.

It was noted that issues around testing seemed to be easing but contact tracing was still not working effectively both locally and nationally.

It was acknowledged that with the increase in the spread of the infection this could affect more members of staff and

therefore impact on service delivery. It was suggested that staff be reminded of the need to follow social distancing rules and ensure they washed their hands on a regular basis – ‘hands, face, space.’

Although a number of staff continued to work from home it was acknowledged that some staff had requested to come back to work in the office and where possible this had been accommodated and rotas put in place.

AGREED

(1) That staff be encouraged to continue to work from home where possible.

All SCMT members

(2) That office based and front line staff be reminded of the rules to be followed whilst working in a Covid secure environment.

**All SCMT members/
Communications Team**

378. LRF UPDATE

Updates from representatives on the Response and Containment LRF Group, and the Faith and Community Cohesion LRF Group was given. It was noted, however, that some representatives had not yet been invited to attend their respective Groups.

The LRF had reviewed forthcoming faith, civic events and community celebrations and agreed that they would not be able to support them. This included Halloween, Bonfire Night, a number of religious festivals, Christmas Light's Switch On and New Year's Eve.

The Council had contacted Town and Parish Council's about reducing the scale of Remembrance Sunday events this year. Any event should be Covid-secure and in line with the latest Government restrictions.

AGREED

That the LRF's stance on events be supported and a press release be prepared to advise the public.

**Philip Mousdale/
Communications Team**

379. SERVICE POSITION STATEMENTS

An update from each service area was given. Overall service provision was continuing with some areas experiencing an increase in workloads due to vacant posts not being filled or an increase in demand.

380. STAFFING NUMBERS

Details of the minimum number of staff required to continue to deliver services was submitted.

381. FLOOD PLAN

The Council's Flood Plan was submitted for information. It was noted that the Plan was still relevant and fit for purpose.

However, if anyone had any amendments to the Plan these should be forwarded to David Walker before the end of this week.

382. ROLL OUT OF IT KIT – UPDATE

A report was to be submitted to the next meeting as information was still awaited from some Service Managers.

**Marie Mason/
Jane Watson**

PART 2

383. TIMETABLE OF REPORTS FOR FUTURE MEETINGS

The timetable for future meetings was submitted for consideration in conjunction with the Policy and Resources Work Programme and amended.

AGREED

That items for future meetings be forwarded to Jane Watson.

**All Management Team/
Jane Watson**

384. PLANNING FOR THE FUTURE – WHITE PAPER

The Planning, Economic Development and Regulatory Services Manager submitted a report which summarised significant reforms to the planning system.

The White Paper proposed significant changes to Local Plans in terms of their preparation, role and content. Digital technology and design had been placed at the heart of the planning process with a view to securing faster and more predictable decision making with reduced complexity for decision making. The reforms would also alter the development management and it was proposed that Section 106 and the Community Infrastructure Levy be scrapped.

The White Paper was out for consultation with a deadline of 29th October, 2020 for responses. A draft response was attached to the report.

AGREED

- (1) That the report be noted.
- (2) That the report be submitted to the Policy and Resources Committee on 28th October, 2020.

**Neil Watson/
Jane Watson**

385. POLICY AND RESOURCES COMMITTEE

The agenda and reports for the Policy and Resources Committee scheduled for 28th October, 2020 were submitted for consideration.

RESOLVED

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

Jane Watson