

**MINUTES OF A MEETING OF THE STRATEGIC CRISIS MANAGEMENT TEAM
HELD ON 2nd FEBRUARY, 2021**

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

PART 1

498. MINUTES

The Minutes of the Strategic Crisis Management Team meeting held on 26th January, 2021 were submitted.

AGREED

That the Minutes be approved.

499. SITUATIONAL UPDATE

The infection rate continued to reduce with 370 cases per 100k population. Pendle had the second highest rate in East Lancashire with Blackburn-with-Darwen the highest. Hospital admissions were starting to plateau which indicated the current lockdown restrictions were working.

Vaccines continued to be administered and it was expected all age groups would have received a vaccine by September, 2021.

Two community testing stations had been launched at Colne and West Craven Leisure Centres. This was in addition to the Community Testing Station and the Local Testing Station already in the Borough.

The LRF were starting to re-think their strategy for when lockdown was lifted.

PART 2

500. 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 Service Managers/
Jane Watson**

501. PERFORMANCE INDICATORS 2020/21 QUARTER 3

The Chief Executive submitted a report on performance for the period 1st April to 31st December, 2020.

Of the 63 measurable PI's 33 were performing on or above target with 29 underperforming. It was evident that the Covid pandemic had impacted on performance. This had been varied with some services being unable to be delivered (such as home visits and business premises inspections). Some services had seen performance increase due to their role in the Covid-19 response.

Business critical services had been maintained with the re-deployment of staff where necessary and appropriate. Some services had also taken on additional work to fulfil new and emerging guidance and regulations issued by Government, such as Track and Trace Support Scheme etc.

AGREED

That the report be noted.

Marie Mason

502. STRATEGIC PLAN REVIEW 2002/21 QUARTER 3

The Chief Executive submitted a report on progress made in achieving the Council's strategic priorities.

Overall relatively good progress had been made, especially given the continuing impacts of Covid-19.

It was reported 10 actions had been cancelled due to changes in priorities.

The overdue actions were listed in Appendix 1 attached to the report and would be submitted to the next Policy and Resources Committee.

AGREED

(1) That the report be noted.

Marie Mason

(2) That Appendix 1 be submitted to the next Policy and Resources Committee.

**Marie Mason/
Jane Watson**

503. BUDGET UPDATE 2021/22

The Chief Executive presented the General Fund Revenue Budget report 2021/22 which was to be submitted to the next Policy and Resources Committee.

The report would then be considered by Full Council on 25th March.

The Constitution now stated that any amendments to the proposed budget had to be submitted three clear working days before the Full Council meeting which would provide more time for any amendments to be considered. It was hoped, however, that there would be agreement between all three Political Groups to the budget report and no need for any amendments.

504. LOOKING AHEAD, SCENE SETTING AND SERVICE PLANS

Management Team received a presentation from the Chief Executive and there followed a discussion on various aspects of the Council's overall strategic plan. This included the impact of Covid-19 on the Council's services and the Council's ongoing response to the pandemic.

It was acknowledged that there was an opportunity to build on some of the good things that had come out of this period, such as improved communications, flexible working and a move forward digitally for both staff and Councillors.

A light touch review of Service Plans and Performance Indicators was referred to. A review of the Workforce Development Strategy was also suggested.

AGREED

(1) That the Workforce Development Strategy be refreshed.

Jane McDonnell

(2) That a light touch review of Service Plans and Performance Indicators be undertaken and presented to a future meeting in April.

All Management Team