

**MINUTES OF A MEETING OF MANAGEMENT TEAM
HELD ON 29th JUNE, 2021**

PRESENT: D. Langton, N. Watson D. Walker, J. Whittaker, J. Watson, H. Culshaw,
J. McDonnell and Kelvin Turner

Apologies for absence were received from P. Mousdale

14. MINUTES

The Minutes of the Management Team meeting held on 11th May, 2021 were submitted.

AGREED

That the Minutes be approved.

15. 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 any additions to the timetable be forwarded to Jane Watson.

**All Service Managers/
Jane Watson**

16. COVID-19 UPDATE

The Chief Executive reported that as of 28th June the number of positive Covid cases was 345 per 100k which was a marked increase since the last meeting. On average there was between 40 and 50 new cases each day. There had also been a number of year closures in schools recently.

Although the number of positive cases was increasing this was not leading to an increase in the number of COVID related deaths. There was, however, an increase in the number of hospital admissions but not as bad as this time last year.

It was felt that the reason for the increase in positive cases in the Borough was that under 18's were still not eligible for the vaccination and 25% of the population of Pendle had not had at least one vaccine.

Currently vaccinations were available at a couple of surgeries and pharmacies in Pendle or people could travel to the main vaccination centres in Burnley and Blackburn. It was reported that the CCG had recently withdrawn other vaccine capabilities such as the bus.

The strategy was still:

- To continue to provide testing capabilities;
- To continue with track and trace work;
- To promote the need to self-isolate if have a positive test or have been around people who test positive;
- To promote the need to get vaccinated;
- To continue to provide communications about all of the above.

17. BUSINESS CONTINUITY MANAGEMENT STRATEGY AND POLICY

The Environmental Services Manager submitted, for information, a slightly revised Business Continuity Management Strategy and Policy.

A few other amendments were to be made and it was to be shared with Liberata and Pendle Leisure Trust before being signed off.

David Walker

18. RISK MANAGEMENT WORKING GROUP

Minutes of a meeting of the Risk Management Working Group held on 3rd June, 2021 were submitted for information.

19. IT PROGRAMME BOARD

Minutes of a meeting of the IT Programme Board held on 15th July, 2021 were submitted for information.

20. POLICY AND RESOURCES COMMITTEE

Management Team considered the agenda and reports for the Policy and Resources Committee scheduled for 5th July, 2020.

A couple of amendments were made.

AGREED

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

Jane Watson