

**MINUTES OF A MEETING OF MANAGEMENT TEAM
HELD ON 28th SEPTEMBER, 2021**

PRESENT: R. Rouse, P. Mousdale, N. Watson D. Walker, J. Watson, H. Culshaw, J. McDonnell, S. Miller, G. Cadel and R. Gibson

Apologies for absence were received from J. Whittaker.

49. MINUTES

The Minutes of the Management Team meeting held on 14th September, 2021 were submitted.

AGREED

That the Minutes be approved.

50. 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**

51. COVID 19 UPDATE

It was reported that the number of positive Covid cases in Pendle had reduced to 297 over the last 7 day period and was the second lowest in Lancashire with Ribble Valley now being the highest.

However, there was still some hesitancy around the vaccines and the testing rate in Pendle was the lowest in the Lancashire Districts with 34.9% of eligible residents not having received their first round of the vaccine.

It was reported that communications would continue to focus on encouraging more people to get the vaccine. The Council was working well with Building Bridges to raise awareness of this particularly in the wards with the lowest take up of the vaccines.

52. MEDIUM TERM FINANCIAL STRATEGY REVIEW AND BUDGET SETTING UPDATE

The Interim Chief Finance Officer referred to the presentation he had given at the last meeting in relation to

the budget setting and monitoring of the Council's finances.

There was a discussion around the strategy, draft time-line and suggested savings options identified in the presentation.

It was reported that a meeting of the Budget Working Group was scheduled for 12th October which would lead into the Policy and Resources Committee in November.

53. IT PROGRAMME BOARD

Minutes of a meeting of the IT Programme Board held on 21st September, 2021 were submitted for information.

54. JADU SUPER USERS

It was reported that IT were asking that those services which used the Jadu system appoint a Super User for the system. This would ensure that each area had someone who could support them on the use of the system and the knowledge around the service area's forms was shared. The Super User would not be required to create users etc., but may be called upon for testing and training within their service area.

AGREED

That staff be invited to volunteer to be a Jadu Super User and their names passed onto Wendy Doughty and Shane Agnew as soon as possible.

All Service Managers

55. POLICY AND RESOURCES COMMITTEE

Management Team considered the agenda and reports for the Policy and Resources Committee meeting scheduled for 14th October, 2021.

A number of amendments were suggested with some reports being postponed to future meetings.

AGREED

That the agenda and reports scheduled for the Policy and Resources Committee on 14th October, 2021 be agreed, as amended.

Jane Watson