

# Public Document Pack

## Kirklees Council



Council Chamber - Town Hall, Huddersfield

Tuesday 12 March 2019

Dear Member

**The Council will meet on Wednesday 20 March 2019 at 5.30 pm at Council Chamber - Town Hall, Huddersfield.**

This meeting will be webcast live and will be available to view via the Council's website.

The following matters will be debated:

### Pages

**1: Announcements by the Mayor and Chief Executive**

To receive any announcements from the Mayor and Chief Executive.

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**2: Apologies for absence**

Group Business Managers to submit any apologies for absence.

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**3: Minutes of Previous Meeting**

1 - 12

To receive the Minutes of (i) Budget Council held on 13 February 2019 and (ii) Extra-Ordinary Council held on 27 February 2019.

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**4: Declaration of Interests**

13 - 14

The Councillors will be asked to say if there are any items of the Agenda in which they have a Disclosable Pecuniary Interests, which would prevent them from participating in any discussion of them items or participating in any vote upon the items, or any other interests.

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**5: Petitions (From Members of the Council)**

To receive any Petitions from Members of the Council in accordance with Council Procedure Rule 9.

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**6: Deputations & Petitions (From Members of the Public)**

The Committee will receive any petitions and hear any deputations from members of the public. A deputation is where up to five people can attend the meeting and make a presentation on some particular issue of concern. A member of the public can also hand in a petition at the meeting but that petition should relate to something on which the body has powers and responsibilities.

In accordance with Council Procedure Rule 10 (2), Members of the Public should provide at least 24 hours' notice of presenting a deputation.

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**7: Public Question Time**

The Committee will hear any questions from the general public.

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**8: Homelessness and Rough Sleeping Strategy (Reference from Cabinet)**

15 - 22

To consider the report.

Contact: Karen Oates, Housing Services

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- 9: Kirklees Economic Strategy (Reference from Cabinet)** 23 - 84
- To consider the report.
- Contact: Kate McNicholas, Strategy and Policy Service
- 
- 10: Report of Members Allowances Independent Review Panel (Reference from Corporate Governance and Audit Committee)** 85 - 100
- To consider the report.
- Contact: Carl Whistlecraft, Head of Democracy
- 
- 11: Pay Policy Statement (Reference from Personnel Committee)** 101 - 116
- To consider the report.
- Contact: Deborah Lucas, Head of Peoples Services
- 
- 12: Scrutiny Update**
- To receive an update on recent work within Overview and Scrutiny.
- Contact: Penny Bunker, Governance and Democratic Engagement Manager
- 
- 13: West Yorkshire Combined Authority - Minutes** 117 - 140
- To receive the minutes of the meeting of the West Yorkshire Combined Authority held on 13 December 2018.
- 
- 14: Written Questions to the Leader, Cabinet Members, Chairs of Committees and Nominated Spokespersons** 141 - 144
- To receive written questions to the Leader, Cabinet Members, Chairs of Committees and Nominated Spokespersons in accordance with Council Procedure Rule 12.

The schedule of written questions will be tabled at the meeting.

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**15: Minutes of Cabinet and Cabinet Committee - Local Issues** 145 - 186

To receive for information; the Minutes of Cabinet held on 13 November 2018, 11 December 2018, 18 December 2018, 14 January 2019, 22 January 2019 and 29 January 2019, and Cabinet Committee – Local Issues held on 11 February 2019.

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**16: Holding the Executive to Account**

- (a) To receive a Portfolio Update from the Portfolio Holders for (i) Learning and Aspiration (Councillor Ahmed) and Communities and Environment (Councillor Mather).
  - (b) Oral Questions/Comments to Cabinet Members on their Portfolios and relevant Cabinet Minutes;
    - (i) Communities and Environment Portfolio (Councillor Mather)
    - (ii) Learning and Aspiration Portfolio (Councillor Ahmed)
    - (iii) Children’s Portfolio (Councillor Kendrick)
    - (iv) Corporate Portfolio (Councillor Turner)
    - (v) Economy Portfolio (Councillor McBride)
    - (vi) Public Health Portfolio (Councillor Khan)
    - (vii) Health, Housing and Social Care Portfolio (Councillor Scott)
    - (viii) The Deputy Leader of the Council
    - (ix) The Leader of the Council
- 

**17: Minutes of Other Committees** 187 - 262

To receive for information the minutes of the following Committees;

- (i) Appeals Panel
  - (ii) Corporate Governance and Audit Committee
  - (iii) Corporate Parenting Board
  - (iv) Health and Wellbeing Board
  - (v) Licensing and Safety Committee
  - (vi) Overview and Scrutiny Management Committee
  - (vii) Personnel Committee
  - (viii) Strategic Planning Committee
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**18: Oral Questions to Committee/Sub Committee/Panel Chairs and Nominated Spokespersons of Joint Committees/External Bodies**

- (a) Appeals Panel (Councillor Dad)
- (b) Corporate Governance and Audit Committee (Councillor Richards)
- (c) Corporate Parenting Board (Councillor Kendrick)
- (d) Employee Relations Sub Committee (Councillor Pandor)
- (e) Health and Wellbeing Board (Councillor Kendrick)
- (f) Licensing and Safety Committee – including Licensing Panel and Regulatory Panel (Councillor Pattison)
- (g) Overview and Scrutiny Management Committee (Councillor Stewart-Turner)
- (h) Personnel Committee (Councillor Pandor)
- (i) Planning Sub Committee - Heavy Woollen Area (Councillor Kane)
- (j) Planning Sub Committee – Huddersfield Area (Councillor Lyons)
- (k) Scrutiny Panel – Children’s (Councillor Burke)
- (l) Scrutiny Panel – Corporate (Councillor Asif)
- (m) Scrutiny Panel – Economy and Neighbourhoods (Councillor Walker)
- (n) Scrutiny Panel – Health and Adult Social Care (Councillor Smaje)
- (o) Standards Committee (Councillor E Firth)
- (p) Strategic Planning Committee (Councillor S Hall)
- (q) Kirklees Neighbourhood Housing (Councillor Smaje)
- (r) Kirklees Active Leisure (Councillor Sokhal)
- (s) West Yorkshire Combined Authority (Councillor Pandor)
- (t) West Yorkshire Combined Authority Transport Committee (Councillor Kaushik)
- (u) West Yorkshire Fire and Rescue Authority (Councillor O’Donovan)
- (v) West Yorkshire Joint Services Committee (Councillor Zaman)
- (w) West Yorkshire Police and Crime Panel (Councillor A U Pinnock)

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**19: Response to Motion of Council - Period Dignity**

263 -  
264

To receive the response of the Department of Health to the motion of Council on 12 December 2018 as to Period Dignity.

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## **20: Motion submitted in accordance with Council Procedure Rule 14 as to Universal Credit**

To consider the following Motion in the names of Councillors Uppal, A U Pinnock, Pandor, Homewood, Ullah, Murgatroyd, Griffiths, Kaushik, Richards, Walker, Loonat, Hill, McBride, Mather, and Khan;

“This Council notes the Universal Credit (UC) policy is flawed, causing unnecessary hardship to local families and people across the country whilst failing to meet its original aims.

This council further notes, that in Kirklees, following the roll out of UC Full Service in November 2017, 13,989 people are in receipt of UC support, which has led to problems with rent arrears, and general indebtedness particularly from the 5 week minimum wait for an initial payment. Kirklees Neighbourhood figures as at 1 October 2018 suggest UC claimants represented 32% of rent accounts in arrears which totalled £1.2m of the debt owed.

In addition, there has been an increased use of local welfare service provision referrals to four Kirklees foodbanks, up 27% from the same period in the previous year. Recent figures from The Welcome Centre Foodbank (WCF) in Huddersfield show 1 in 5 people who use the foodbank do so because of problems with Universal Credit. Between May to July 2018 referrals to WCF due to Universal Credit stood at 611, up from 469 referrals between January and April.

Official figures show hundreds of thousands of UC payments made nationally are being subject to deductions used to pay back arrears in rent, council tax and utility bills, pushing families into a downward spiral of debt and poverty. Similarly, the Local Welfare Provision (LWP) team in Kirklees are taking more calls from residents who have not been able to make their UC payment last due to insufficient funds including deductions taken from their payments due to advances, arrears payments or tax credit overpayments. The LWP team told us that there was too much reliance on the advance payments system, in reality a loan, which plunges claimants into debt. Between 1 April to 24 August 2018, 64% of referrals from the LWP team to local foodbanks, including for fuel vouchers, were due to UC claimants struggling with the inadequacy of support. This compares to 33% for the period 1/11/17 to 31/3/18.

In addition, for people on UC who are in work, but are paid weekly, fortnightly or 4 weekly, the monthly UC payment is causing additional issues with two or more wages in one pay period resulting in no UC support the following month; self-employed workers on UC are worse off than under legacy benefits and compared with employees; and disabled people unable to work, are also worse off than under legacy benefits, and may be pushed into poverty as a result.

Although the managed migration of UC has been restricted to a pilot, thousands of people are due to transition on to UC this year as a

result of ‘natural migration’ (a change in their circumstances).

Furthermore, although UC payments are to go to the primary carer in the household, there are issues with the childcare element of Universal Credit leaving many households in debt.

The High Court also recently found in favour of four single mothers who had brought a legal challenge against the government on the grounds that Universal Credit failed to take account of fluctuating income when they were paid twice in a month because their payday fell very near the end of the month.

Policy in Practice has warned 40% of UC claimants will lose out by an average of £59 a week compared to the old system. In addition, research for Mirror Money reveals 80% of people on UC say it doesn’t cover their essential living costs, 72% have had to borrow money and ended up in debt and 56% receive less through UC than from the old benefits system.

Despite some tweaks to UC in the Autumn budget, such as an increase in work allowances, and by the new Work and Pensions Secretary, including scaling back the proposed Managed Migration, the policy continues to leave many of our residents on the lowest incomes in poverty and suffering. The Work and Pensions Secretary has gone as far as to say the roll out of Universal Credit may have led to increased use of food banks.

This Council therefore resolves to write to the Secretary of State for Work and Pensions, making these points, demanding that, if the Government is refusing to scrap Universal Credit, that they:

- Stop the freeze in social security payments
- Scrap the 5-week wait for U
- Provide the option for alternative pay arrangements for UC
- Make advance payments with no repayable loans
- Pay childcare payments upfront
- Stop the two-child limit in support”

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## **21: Motion Submitted in Accordance with Council Procedure Rule 14 as to Council Procedure Rules**

To consider the following Motion in the names of Councillors Lawson, Burke, D Hall, J Taylor, Cooper and Greaves.

This Council notes that:

The Extraordinary Council on 27th February 2019 to adopt the Local Development Plan was cut short by nearly an hour by a move to the vote even though there were many members left on the speakers list. This resulted in eight wards, a third of the Authority, having no

representation in the debate for what was a decision to be made by whole of council.

This Council resolves that:

Corporate Governance and Audit Committee be asked to consider how council procedure rules can be amended to ensure members have been given a reasonable chance to speak and the public has been properly represented. This would apply to decisions that require 'whole of council decisions' such as the Budget, Setting of Council Tax and other statutory decisions.

Mayor's discretion in these issues is essential and must be maintained – we intend that any amendments to Procedure Rules assist Mayors' decisions making rather than interfere with current authority.

(This Agenda item is submitted as Opposition Priority Business, in accordance with Council Procedure Rule 17, and shall therefore be brought forward if the consideration of the item has not commenced within two hours of the start of the meeting).

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By Order of the Council

A handwritten signature in cursive script, appearing to read "J. Geelman".

Chief Executive



Contact Officer: Andrea Woodside

## **COUNCIL**

### **KIRKLEES COUNCIL**

**At the Meeting of the Council of the Borough of Kirklees held at  
Council Chamber - Town Hall, Huddersfield on Wednesday 13 February 2019**

## **PRESENT**

**The Mayor (Councillor Gwen Lowe) in the Chair**

## **COUNCILLORS**

Councillor Masood Ahmed	Councillor Mahmood Akhtar
Councillor Karen Allison	Councillor Bill Armer
Councillor Gulfam Asif	Councillor Donna Bellamy
Councillor Martyn Bolt	Councillor Cahal Burke
Councillor Andrew Cooper	Councillor Nosheen Dad
Councillor Richard Eastwood	Councillor Eric Firth
Councillor Donald Firth	Councillor Michelle Grainger-Mead
Councillor Charles Greaves	Councillor David Hall
Councillor Steve Hall	Councillor Lisa Holmes
Councillor Erin Hill	Councillor James Homewood
Councillor Judith Hughes	Councillor Mumtaz Hussain
Councillor Christine Iredale	Councillor Paul Kane
Councillor Manisha Roma Kaushik	Councillor Viv Kendrick
Councillor Musarrat Khan	Councillor John Lawson
Councillor Vivien Lees-Hamilton	Councillor Fazila Loonat
Councillor Terry Lyons	Councillor Naheed Mather
Councillor Peter McBride	Councillor Bernard McGuin
Councillor Darren O'Donovan	Councillor Marielle O'Neill
Councillor Shabir Pandor	Councillor Nigel Patrick
Councillor Carole Pattison	Councillor Mussarat Pervaiz
Councillor Amanda Pinnock	Councillor Andrew Pinnock
Councillor Hilary Richards	Councillor Mohammad Sarwar
Councillor Cathy Scott	Councillor David Sheard
Councillor Will Simpson	Councillor Ken Sims
Councillor Richard Smith	Councillor Mohan Sokhal
Councillor Julie Stewart-Turner	Councillor John Taylor
Councillor Kath Taylor	Councillor Graham Turner
Councillor Sheikh Ullah	Councillor Rob Walker
Councillor Michael Watson	Councillor Habiban Zaman
Councillor Nell Griffiths	Councillor Alison Munro
Councillor Richard Murgatroyd	Councillor Mark Thompson
Councillor Harpreet Uppal	

**133 Announcements by the Mayor and Chief Executive**

The Chief Executive reminded Council of the restrictions applying to voting under Section 106 of the Local Government Act 1992, in respect of Agenda Item 5 (Minute No. 137 refers).

**134 Apologies for absence**

Apologies for absence were received on behalf of Councillors Holroyd-Doveton, K Pinnock and Smaje.

**135 Minutes of Previous Meeting**

**RESOLVED** – That the Minutes of Council held on 16 January 2019 be approved as a correct record.

**136 Declaration of Interests**

In regards to Agenda Item 5 (Minute No. 137 refers); (i) A table of granted dispensations was tabled (attached). Further to this, the Monitoring Officer advised that Councillor D Firth had also been granted a dispensation in a Council company in which he is a nominee which has a contractual interest with the Council (ii) Councillor Kane declared Disclosable Pecuniary Interest on the grounds that he is in receipt of Single Person Council Tax Discount.

**137 Budget 2019/2022**

It was moved by Councillor Pandor and seconded by Councillor Turner, that;

(i) General Fund Revenue

- the draft Revenue Budget 2019-2022 be approved, as attached at Appendix A
- the forecast levels of statutory and other Council reserves, as set out at Appendix Bii, be noted
- the strategy for the use of balances and reserves be approved (paragraph 2.15 refers)
- a further reassessment of reserves requirements be undertaken at year end and reported to Members as part of the 2018-2019 financial outturn and rollover report (paragraph 2.15.20 refers)
- the Council's continued participation in the North and West Yorkshire business rates pool for 2019-2020 be noted and that approval be given in principal to the new arrangements for the 2019-2020 pool, as set out at Appendix K, with authority being delegated to the Monitoring Officer, in conjunction with the Service Director (Finance), to finalise the new arrangements with the City Solicitor of Leeds City Council (paragraph 2.4.8 refers)
- the Flexible Capital Receipts Strategy for 2019-2020 be re-affirmed (Appendix I refers)
- the Council Tax requirement for 2019-2020 be approved (Appendix I refers)
- the Council's Statutory S151 Officer's positive assurance statement be noted (paragraphs 3.3.1 – 3.3.20 refer)
- the Council's Statutory S151 Officer be given delegated authority to amend how the finally approved precepts are recorded in the Council's revenue budget in line with the final notifications received following

## Council - 13 February 2019

decisions by the Office of Police and Crime Commissioner, the Fire and Rescue Authority and Parish Councils, should these be received after 13 February 2019 (paragraph 3.1.3 refers)

### (ii) Treasury Management

- the borrowing strategy be approved (paragraphs 2.15-2.21 refer)
- the investment strategy be approved (paragraphs 2.22-2.32 refer)
- the policy for provision of repayment of debt (minimum revenue provision/MPR) be approved (appendix C refers, reflecting the changes in policy outlined in paragraphs 2.33-2.37)
- the treasury management indicators be approved (Appendix D refers)
- the Investment Strategy (non-treasury investments) (Appendix E refers) be approved

### (iii) Capital

- the updated Capital Plan 2018-2024 be approved (Appendix A)
- the Capital Strategy (including Prudential Indicators), as detailed at Appendix G, be approved

### (iv) Housing Revenue Account

- the draft Housing Revenue Account Budget for 2019-2022 be approved (appendix A refers)
- the strategy for the use of the Housing Revenue Account reserves, as set out at paragraph 2.18.4, be approved

Whereupon, it was moved by Councillor Cooper and seconded by Councillor Allison, by way of AMENDMENT, that;

### GENERAL FUND - CAPITAL

Description of proposal	2019-20 £000	2020-21 £000	2021-22 £000
Play areas - Rufford Road	50	-	-
Play areas – Manor Street	35	-	-
Play areas in Town Centre	50	-	-
Green Outdoor Gym Company ( to be incorporated into Town Centre Regeneration)	-	-	-
Mount Pleasant development of multi-play use games area	190	-	-
Traffic calming measures	150	-	-
Electric vehicles replacement for Council fleet (50 units); 12 in 19-20 and 38 in 20-21 in excess of current capital provision	144	738	-
Public rapid charging equipment for electric vehicles	66	-	-
<b>Total Capital spend proposals</b>	<b>685</b>	<b>738</b>	<b>-</b>
Funded by :			
Part substitute fund from			
Top slice from strategic town centres	(685)	(738)	-
Net Capital ask	-	-	-

## Council - 13 February 2019

### GENERAL FUND - REVENUE

Description of proposal	2019-20 £000	2020-21 £000	2021-22 £000
Rough sleepers – housing solutions to offer a flexible pot to facilitate move-on	57	68	68
Public rapid charging equipment for electric vehicles	16	16	16
Maintenance for play areas	10	10	10
Kirklees Forest Project (Note 1)	100	167	190
<b>Total revenue proposals</b>	<b>183</b>	<b>261</b>	<b>284</b>
Funded by :			
Infrastructure budget re-direct	(83)	(94)	(94)
Earmarked reserves (Strategic Investment reserve)	(100)	(167)	(190)
<b>Total revenue funding</b>	<b>(183)</b>	<b>(261)</b>	<b>(284)</b>
Net funding ask	-	-	-

*Note 1- plus assumed matched external funding over the 3 years totalling £493k*

### HRA - REVENUE

Description of proposal	2019-20 £000	2020-21 £000	2021-22 £000
Furniture & Appliance scheme (pilot)	100	-	-
<b>Total revenue proposals</b>	<b>100</b>	<b>-</b>	<b>-</b>
Funded by :			
HRA reserves	100	-	-
<b>Total revenue Funding</b>	<b>100</b>	<b>-</b>	<b>-</b>
Net funding ask	-	-	-

### HRA - CAPITAL

Description of proposal	2019-20 £000	2020-21 £000	2021-22 £000
Electric vehicles replacement for KNH fleet (77 units); 20 in 19-20 and 57 in 20-21	480	2,214	-
<b>Total capital proposals</b>	<b>480</b>	<b>2,214</b>	<b>-</b>
Funded by :			
Capital Sinking fund (held in HRA reserves)	(480)	(2,214)	-
<b>Total Capital Funding</b>	<b>(480)</b>	<b>(2,214)</b>	<b>-</b>
Net funding ask	-	-	-

(At this point of the meeting it was moved by Councillor Cooper, and seconded by Councillor Lawson, that there be an adjournment. The Motion, on being put to the vote, was not carried).

Whereupon, it was moved by Councillor Lawson and seconded by Councillor Burke, by way of AMENDMENT, that;

**Council - 13 February 2019**

**General Fund - Capital**

<b>Description of proposal</b>	<b>2019-20 £000</b>	<b>2020-21 £000</b>	<b>2021-22 £000</b>
Feasibility study for improvements to Lockwood bar & Longroyd Bridge	100	-	-
Feasibility study for a new crossing ; River Colne and Milnsbridge, and new access road into Slaithwaite from Manchester Road	100	-	-
Existing plan - aspirational regen of town centres feasibility. Broaden to Kirklees-wide feasibility	200	-	-
<b>Total Capital spend proposals</b>			
Funded by :			
Re-direct from existing capital plan	(200)	-	-
Top slice from strategic town centres	(200)		-
<i>Net Capital ask</i>	-	-	-

**General fund - Revenue**

<b>Description of proposal</b>	<b>2019-20 £000</b>	<b>2020-21 £000</b>	<b>2021-22 £000</b>
Air quality improvements by measuring AQ in all main roads	10	10	10
Town centre parking - pilot	150	-	-
Area Committees (initial pilot)	200	-	-
Libraries – additional half day opening per week per library	96	96	96
Youth engagement programme (initial pilot)	100	-	-
<b>Total revenue proposals</b>	<b>556</b>	<b>106</b>	<b>106</b>
Funded by :			
Infrastructure budget re-direct	(106)	(106)	(106)
Earmarked reserves (Infrastructure Support)	(450)	-	-
<b>Total revenue funding</b>	<b>556</b>	<b>106</b>	<b>106</b>
<i>Net revenue funding requirement</i>	-	-	-

**HRA - Revenue**

<b>Description of proposal</b>	<b>2019-20 £000</b>	<b>2020-21 £000</b>	<b>2021-22 £000</b>
Support for new Council tenants (pilot)	200	-	-
<b>Total revenue proposals</b>	<b>200</b>	<b>-</b>	<b>-</b>
Funded by :			
HRA reserves	(200)	-	-
<i>Net revenue funding requirement</i>	-	-	-

## Council - 13 February 2019

During the consideration of the Motion and Amendments, it was moved by Councillor Sheard, and seconded by Councillor Asif, that in accordance with Council Procedure Rule 18 (17a), the Motion be put to the vote. The Motion upon being put to the VOTE, was CARRIED.

The Green Group Amendment, as proposed by Councillor Cooper, and seconded by Councillor Allison, on being put to the vote, was LOST.

In accordance with the requirements of Council Procedure Rule 19 (7), the vote was taken by Recorded Vote, which was as follows;

FOR: Councillors Allison, Burke, Cooper, Eastwood, Greaves, Iredale, Lawson, Lyons, Munro, A Pinnock and Stewart-Turner (11 votes)

AGAINST: Councillors Ahmed, Akhtar, Armer, Asif, Bellamy, Bolt, D Firth, Dad, E Firth, Grainger-Mead, Griffiths, D Hall, S Hall, Hill, Holmes, Homewood, Hughes, Hussain, Kane, Kaushik, Kendrick, Khan, Lees-Hamilton, Loonat, Mather, McBride, McGuin, Murgatroyd, O'Donovan, O'Neill, Pandor, Patrick, Pattison, Pervaiz, AU Pinnock, Richards, Sarwar, Scott, Sheard, Simpson, Sims, Smith, Sokhal, J Taylor, K Taylor, Thompson, Turner, Ullah, Uppal, Walker, Watson and Zaman (52 votes)

The Liberal Democrat Amendment, as proposed by Councillor Lawson, and seconded by Councillor Burke, on being put to the vote, was LOST.

In accordance with the requirements of Council Procedure Rule 19 (7), the vote was taken by Recorded Vote, which was as follows;

FOR: Councillors Allison, Burke, Cooper, Eastwood, Greaves, Iredale, Lawson, Lyons, Munro, A Pinnock and Stewart-Turner (11 votes)

AGAINST: Councillors Ahmed, Akhtar, Asif, Dad, E Firth, Griffiths, Hill, S Hall, Homewood, Hughes, Hussain, Kane, Kaushik, Kendrick, Khan, Loonat, Mather, McBride, Murgatroyd, O'Donovan, O'Neill, Pandor, Pattison, Pervaiz, AU Pinnock, Richards, Sarwar, Scott, Sheard, Simpson, Sokhal, Turner, Ullah, Uppal, Walker and Zaman (36 votes)

ABSTAINED: Councillors Armer, Bellamy, Bolt, D Firth, Grainger-Mead, D Hall, Holmes, Lees-Hamilton, McGuin, Patrick, Sims, Smith, J Taylor, K Taylor and Watson.

Whereupon, the SUBSTANTIVE MOTION was put to the vote, was CARRIED, and it was therefore RESOLVED;

That;

(i) General Fund Revenue

- the draft Revenue Budget 2019-2022 be approved, as attached at Appendix A
- the forecast levels of statutory and other Council reserves, as set out at Appendix Bii, be noted

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- the strategy for the use of balances and reserves be approved (paragraph 2.15 refers)
- a further reassessment of reserves requirements be undertaken at year end and reported to Members as part of the 2018-2019 financial outturn and rollover report (paragraph 2.15.20 refers)
- the Council's continued participation in the North and West Yorkshire business rates pool for 2019-2020 be noted and that approval be given in principal to the new arrangements for the 2019-2020 pool, as set out at Appendix K, with authority being delegated to the Monitoring Officer, in conjunction with the Service Director (Finance), to finalise the new arrangements with the City Solicitor of Leeds City Council (paragraph 2.4.8 refers)
- the Flexible Capital Receipts Strategy for 2019-2020 be re-affirmed (Appendix I refers)
- the Council Tax requirement for 2019-2020 be approved (Appendix I refers)
- the Council's Statutory S151 Officer's positive assurance statement be noted (paragraphs 3.3.1 – 3.3.20 refer)
- the Council's Statutory S151 Officer be given delegated authority to amend how the finally approved precepts are recorded in the Council's revenue budget in line with the final notifications received following decisions by the Office of Police and Crime Commissioner, the Fire and Rescue Authority and Parish Councils, should these be received after 13 February 2019 (paragraph 3.1.3 refers)

### (ii) Treasury Management

- the borrowing strategy be approved (paragraphs 2.15-2.21 refer)
- the investment strategy be approved (paragraphs 2.22-2.32 refer)
- the policy for provision of repayment of debt (minimum revenue provision/MPR) be approved (appendix C refers, reflecting the changes in policy outlined in paragraphs 2.33-2.37)
- the treasury management indicators be approved (Appendix D refers)
- the Investment Strategy (non-treasury investments) (Appendix E refers) be approved

### (iii) Capital

- the updated Capital Plan 2018-2024 be approved (Appendix A)
- the Capital Strategy (including Prudential Indicators), as detailed at Appendix G, be approved

### (iv) Housing Revenue Account

- the draft Housing Revenue Account Budget for 2019-2022 be approved (appendix A refers)
- the strategy for the use of the Housing Revenue Account reserves, as set out at paragraph 2.18.4, be approved

In accordance with the requirements of Council Procedure Rule 19 (7), the vote was taken by Recorded Vote, which was as follows;

## **Council - 13 February 2019**

FOR: Councillors Ahmed, Akhtar, Asif, Dad, E Firth, Griffiths, S Hall, Hill, Homewood, Hughes, Hussain, Kane, Kaushik, Kendrick, Khan, Loonat, Mather, McBride, Murgatroyd, O'Donovan, O'Neill, Pandor, Pattison, Pervaiz, AU Pinnock, Richards, Sarwar, Scott, Sheard, Simpson, Sokhal, Turner, Ullah, Uppal, Walker and Zaman (36 votes)

AGAINST: Councillors Armer, Bellamy, Bolt, Burke, D Firth, Eastwood, Grainger-Mead, Greaves, S Hall, Holmes, Iredale, Lawson, Lees-Hamilton, Lyons, McGuin, Munro, Patrick, A Pinnock, Sims, Smith, J Taylor, K Taylor, Thompson and Watson (24 votes)

ABSTAINED: Councillors Allison, Cooper and Stewart-Turner.



Contact Officer: Andrea Woodside

## EXTRAORDINARY COUNCIL

### KIRKLEES COUNCIL

**At the Meeting of the Council of the Borough of Kirklees held at  
Council Chamber - Town Hall, Huddersfield on Wednesday 27 February 2019**

#### PRESENT

**The Mayor (Councillor Gwen Lowe) in the Chair**

#### COUNCILLORS

Councillor Christine Iredale	Councillor Masood Ahmed
Councillor Mahmood Akhtar	Councillor Karen Allison
Councillor Bill Armer	Councillor Donna Bellamy
Councillor Martyn Bolt	Councillor Cahal Burke
Councillor Andrew Cooper	Councillor Nosheen Dad
Councillor Eric Firth	Councillor Donald Firth
Councillor David Hall	Councillor Steve Hall
Councillor Lisa Holmes	Councillor Erin Hill
Councillor Judith Hughes	Councillor Mumtaz Hussain
Councillor Viv Kendrick	Councillor John Lawson
Councillor Vivien Lees-Hamilton	Councillor Terry Lyons
Councillor Naheed Mather	Councillor Peter McBride
Councillor Darren O'Donovan	Councillor Shabir Pandor
Councillor Nigel Patrick	Councillor Carole Pattison
Councillor Amanda Pinnock	Councillor Andrew Pinnock
Councillor Kath Pinnock	Councillor Hilary Richards
Councillor Mohammad Sarwar	Councillor Cathy Scott
Councillor David Sheard	Councillor Ken Sims
Councillor Elizabeth Smaje	Councillor Mohan Sokhal
Councillor Julie Stewart-Turner	Councillor John Taylor
Councillor Kath Taylor	Councillor Graham Turner
Councillor Sheikh Ullah	Councillor Michael Watson
Councillor Fazila Loonat	Councillor Michelle Grainger-Mead
Councillor Manisha Roma Kaushik	Councillor Richard Smith
Councillor Mussarat Pervaiz	Councillor Rob Walker
Councillor Richard Murgatroyd	Councillor James Homewood
Councillor Will Simpson	Councillor Mark Thompson
Councillor Gulfam Asif	Councillor Harpreet Uppal
Councillor Richard Eastwood	Councillor Habiban Zaman
Councillor Nell Griffiths	Councillor Alison Munro

#### 138 **Announcements by the Mayor and Chief Executive**

The Mayor conveyed the thanks of Council to the emergency services who were currently tackling a large fire at Marsden Moor.

**139 Apologies for absence**

Apologies for absence were received on behalf of Councillors Greaves, Holroyd-Doveton, Kane, Khan and McGuin.

**140 Declaration of Interests**

The following Councillors declared an 'other' interest in relation to Agenda Item 4;

- Councillor Scott; on the grounds that she lives adjacent to the Chidswell site
- Councillor Bellamy; on the grounds that she is a Trustee of Holme Valley Land Charity and Holme Valley Parish Council
- Councillor D Firth; on the grounds that he is a Trustee of Holme Valley Land Charity and Holme Valley Parish Council
- Councillor Sokhal; on the grounds that he is a Director of Kirklees Active Leisure
- Councillor E Firth; on the grounds that he is a Member of Kirklees Community Association, Dewsbury Endowed Schools Foundation Trust and Dewsbury East Community Trust
- Councillor Sims, on the grounds that he owns land and business in Holme Valley South, and is a Director of Kirklees Stadium Development Limited

The Monitoring Officer advised that she had granted dispensations to Councillors Smaje, Mather and Pattison in their capacity as Board Members of Kirklees Neighbourhood Housing.

**141 Kirklees Local Plan**

Council received a presentation from Richard Hollinson, Planning Services, which (i) set out the main stages of preparing the Local Plan (ii) summarised the key messages from the inspector's report following the Secretary of State's examination of The Plan and (iii) explained the recommendations to Council.

Following the presentation, public representations were received from Grahame Maxwell, Jacey Bedford, Mark Burrell (delivered by Grahame Maxwell), Julie Maxwell, Ian Walter and Nicola Gatenby.

It was moved by Councillor McBride, and seconded by Councillor Pandor, that;

- 1) The Council notes the Report of the Inspectors and their recommended Main Modifications as set out within the appendix to the considered report.
- 2) That the Council adopts the Kirklees Local Plan incorporating the Main Modifications recommended by the Inspector, as set out in Appendix 1 of the report, and further Modifications as proposed by the Council, as set out in Appendices 2 and 3, and in doing so, replaces the current statutory development plan (Kirklees Unitary Development Plan).
- 3) That, pursuant to (2) above, authority be delegated to the Strategic Director – Economy and Infrastructure, to prepare the Policies Map to illustrate geographically the application of policies in the Kirklees Local Plan, incorporating the modifications relating to the Policies Map, as set out within the appendices of the report.

## Extraordinary Council - 27 February 2019

- 4) That, pursuant to (2) above, authority be delegated to the Strategic Director – Economy and Infrastructure, to make any further Additional Modifications to the Kirklees Local Plan that relate exclusively to factual updates, grammatical and formatting corrections for the purposes of publishing a plan.
- 5) That, pursuant to (2) above, authority be delegated to the Strategic Director - Economy and Infrastructure, to publicise adoption of the Kirklees Local Plan and to prepare and publicise the post-adoption sustainability appraisal/strategic environmental assessment statement in accordance with the regulations governing such matters.

During the consideration of this item, it was moved by Councillor Asif, and seconded by Councillor Pattison, that in accordance with Council Procedure Rule 15 (11), the Motion be put to the vote.

In accordance with Council Procedure Rule 24 (3), it was requested that the vote be taken by recorded vote, which was as follows;

For: Councillors Ahmed, Akhtar, Asif, Dad, E Firth, Griffiths, S Hall, Hill, Homewood, Hughes, Hussain, Kaushik, Kendrick, Loonat, Mather, McBride, Murgatroyd, O'Donovan, Pandor, Pattison, Pervaiz, A U Pinnock, Richards, Sarwar, Scott, Sheard, Simpson, Sokhal, Turner, Ullah, Uppal, Walker and Zaman (33 votes)

Against: Councillors Allison, Armer, Bellamy, Bolt, Burke, Cooper, D Firth, D Hall, Eastwood, Grainger- Mead, Holmes, Iredale, Lawson, Lees-Hamilton, Munro, Patrick, A Pinnock, K Pinnock, J Taylor, K Taylor, Sims, Smaje, Smith, Thompson and Watson (25 votes)

Abstained: Councillor Lyons

Upon being CARRIED, the Motion as proposed by Councillor McBride was therefore put to the meeting and it was;

### **RESOLVED -**

- 1) The Council notes the Report of the Inspectors and their recommended Main Modifications as set out within the appendix to the considered report.
- 2) That the Council adopts the Kirklees Local Plan incorporating the Main Modifications recommended by the Inspector, as set out in Appendix 1 of the report, and further Modifications as proposed by the Council, as set out in Appendices 2 and 3, and in doing so, replaces the current statutory development plan (Kirklees Unitary Development Plan).
- 3) That, pursuant to (2) above, authority be delegated to the Strategic Director – Economy and Infrastructure, to prepare the Policies Map to illustrate geographically the application of policies in the Kirklees Local Plan, incorporating the modifications relating to the Policies Map, as set out within the appendices of the report.

## Extraordinary Council - 27 February 2019

- 4) That, pursuant to (2) above, authority be delegated to the Strategic Director – Economy and Infrastructure, to make any further Additional Modifications to the Kirklees Local Plan that relate exclusively to factual updates, grammatical and formatting corrections for the purposes of publishing a plan.
- 5) That, pursuant to (2) above, authority be delegated to the Strategic Director - Economy and Infrastructure, to publicise adoption of the Kirklees Local Plan and to prepare and publicise the post-adoption sustainability appraisal/strategic environmental assessment statement in accordance with the regulations governing such matters.

In accordance with Council Procedure Rule 24 (3) it was requested that the vote be taken by recorded vote, which was as follows;

For: Councillors Ahmed, Akhtar, Asif, Dad, E Firth, Griffiths, S Hall, Hill, Homewood, Hughes, Hussain, Kaushik, Kendrick, Loonat, Mather, McBride, Murgatroyd, O'Donovan, Pandor, Pattison, Pervaiz, A U Pinnock, Richards, Sarwar, Scott, Sheard, Simpson, Sokhal, Turner, Ullah, Uppal, Walker and Zaman (33 votes)

Against: Councillors Armer, Bellamy, Bolt, Burke, Eastwood, D Firth, Grainger-Mead, D Hall, Holmes, Iredale, Lawson, Lees-Hamilton, Munro, Patrick, A Pinnock, K Pinnock, Sims, Smaje, Smith, J Taylor, K Taylor, Thompson and Watson (23 votes)

Abstained: Councillors Allison, Cooper and Lyons

<b>KIRKLEES COUNCIL</b>				
<b>COUNCIL/CABINET/COMMITTEE MEETINGS ETC</b>				
<b>DECLARATION OF INTERESTS</b>				
Council				
Name of Councillor				
Item in which you have an interest	Type of interest (eg a disclosable pecuniary interest or an "Other Interest")	Does the nature of the interest require you to withdraw from the meeting while the item in which you have an interest is under consideration? [Y/N]	Brief description of your interest	

Signed: ..... Dated: .....

## NOTES

### Disclosable Pecuniary Interests

If you have any of the following pecuniary interests, they are your disclosable pecuniary interests under the new national rules. Any reference to spouse or civil partner includes any person with whom you are living as husband or wife, or as if they were your civil partner.

Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner, undertakes.

Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses.

Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority -

- under which goods or services are to be provided or works are to be executed; and
- which has not been fully discharged.

Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.

Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.

Any tenancy where (to your knowledge) - the landlord is your council or authority; and the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.

Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where -

- (a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and
- (b) either -

the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or

if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

**Name of meeting:** Council  
**Date:** 20<sup>th</sup> March 2019  
**Title of report:** Draft Kirklees Preventing Homelessness and Rough Sleeping Strategy 2018 - 2023

## Purpose of report

Article 4 of the Council's constitution requires Housing Strategies to be approved by full Council. The draft Preventing Homelessness and Rough Sleeping Strategy 2018 – 2023 is part of the overarching Housing Strategy for Kirklees and as such requires full Council approval.

The draft Preventing Homelessness and Rough Sleeping Strategy 2018 – 2023 sets out the challenges and issues around preventing and tackling homelessness and rough sleeping in Kirklees, what we and our partners will do in response, and the outcomes we will achieve.

This report seeks formal approval of Kirklees Council's draft Preventing Homelessness and Rough Sleeping Strategy 2018 – 2023.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes – the Strategy is applicable across all wards
Key Decision - Is it in the <a href="#">Council's Forward Plan (key decisions and private reports?)</a>	Decision of Council on 20 <sup>th</sup> March 2019
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	Karl Battersby – 28.2.19
Is it also signed off by the Service Director (Finance)?	Eamonn Croston – 4.3.19
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft – 8.3.19
Cabinet member <a href="#">portfolio</a>	Cllr Cathy Scott

**Electoral wards affected:** All

**Ward councillors consulted:** None

**Public or private:** Public

GDPR has been considered when preparing this report and there are no implications

## 1. **Summary**

The Homelessness Reduction Act 2017 fundamentally changed the way Local Authorities work to support homeless people in their areas which gives new prevention and relief duties, towards more people.

In August 2018 the Ministry of Housing Communities and Local Government (MHCLG) published its Rough Sleeping Strategy which stated that government is committed to halving rough sleeping by 2023 and ending it by 2027.

Local housing authorities are required to carry out a review of homelessness in their area and to produce a strategy which sets out how they will prevent and reduce homelessness, and provide support to people affected by it. It is expected that these strategies will be reviewed every 5 years and that they are now rebadged as homelessness and rough sleeping strategies. It is expected that local authorities will have reviewed and updated their strategies by winter 2019 (paragraph 71 of the Governments Rough Sleeping Strategy - [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/733421/Rough-Sleeping-Strategy\\_WEB.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/733421/Rough-Sleeping-Strategy_WEB.pdf))

This report will have been considered by the meeting of Cabinet on 19<sup>th</sup> March 2019 and seeks approval of the draft Kirklees Preventing Homelessness and Rough Sleeping Strategy 2018 – 2023.

## 2. **Information required to take a decision**

- 2.1 The draft Kirklees Preventing Homelessness and Rough Sleeping Strategy 2018 – 23 sets out the principles for how we will achieve change. This includes a joint development of the strategy, working with our partners including people affected by homelessness and rough sleeping to do so, our continued focus on prevention and how we will progress and review the strategy's action plan.
- 2.2 The strategy gives an overview of the picture of housing and homelessness at a national, regional and local level. It describes relevant legislative and policy development, and gives some key facts and figures and trend data at a local level to inform the evidence base to our strategic intention, and set the scene.
- 2.3 The strategy identifies what the challenges and issues are, both now and looking ahead, what we will do in response and what outcomes we will achieve.
- 2.4 It takes a collaborative and enabling approach. It is recognised that the Council cannot achieve its ambitions and outcomes on its own; and that preventing homelessness requires the support, input and resources of a cross section of partners. This is set out in the strategy and will be further reflected particularly as we continue our engagement with partners to develop and agree the action plan.
- 2.5 The strategy builds on and has direct links to the Kirklees Housing Strategy 2018 – 2023 which was approved by Council in September 2018.



### **3. Implications for the Council**

#### **3.1 Working with People**

The draft Preventing Homelessness and Rough Sleeping strategy 2018 – 23 is centred on working with people affected by homelessness, enabling and empowering them to develop the skills, resilience and improvements in their health and wellbeing that they need to move on to a more settled, happy and stable situation. It recognises people's strengths and capacities for change, as well as identifying how their support needs can best be met.

#### **3.2 Working with Partners**

A collaborative approach has been taken in developing the strategy. This means that the strategy is informed from a range of partners' perspectives, particularly members of the Kirklees Homelessness Forum. Forum partners include representatives from Health, other Council services such as Social Care, Job Centre Plus and providers. The strategy also takes account of what people have told us who have lived experience of homelessness.

#### **3.3 Place Based Working**

The strategy recognises that Kirklees is a diverse community and that in addressing issues of homelessness and rough sleeping, a Place Based approach is needed. This includes consideration of people's local support networks, and where and how they access services.

#### **3.4 Improving outcomes for children**

The strategy's focus on early intervention and prevention of homelessness will lead to improved outcomes for all households who are at risk of or experiencing homelessness, including households with children, and young people.

#### **3.5 Other (e.g. Legal/Financial or Human Resources)**

The strategy is being developed to align with the Council's legal obligations including under housing legislation.

In recognition of the significant changes associated with the implementation of the Homelessness Reduction Act 2017, MHCLG awarded 'New Burdens Funding' to local authorities to support the planning and implementation of the new requirements. The new burdens funding allocated to Kirklees for the 3 year period from 2017-18 to 2019 -20 of just over £280k is being used to fund temporary additional staff in the Housing Solutions Services.

Further, MHCLG have provided local authorities with Flexible Homelessness Support Grants to help prevent and deal with homelessness. The £1,143,415 grant allocation for Kirklees over the 3 years 2017-18 to 2019-20 is being used to prevent homelessness and support the provision of temporary accommodation.

There are also a number of "short-term" (i.e. one year only) specific Government grant initiatives that the Council is bidding into for 2019-20, including an MHCLG Rapid Rehousing Pathway funding pot. Although the Council's bid to this was unsuccessful, we will be submitting a further bid to the next round which Government has indicated will be available at some point

during 2019 / 20. In addition, the Housing Service has submitted a bid for £193,250 in a bid to the Rough Sleeper Initiative.

The Council's ambition for housing growth and meeting future housing supply demands for the District's residents over the next 5 years and beyond, including targeted support to vulnerable residents, is also reflected in the Council's recently approved budget plans (capital) over the 2018-24 period.

The Council currently administers housing benefit payments on Government's behalf, and reclaims these payments through subsidy grant. Government aims to disincentivise Councils not to use certain types of temporary accommodation e.g. bed and breakfast (B&B) accommodation, through reduced or in some instances, zero subsidy grant. The impact of this is acknowledged to be a growing financial pressure on Councils like Kirklees that currently, may still have to use B&B as part of a range of temporary accommodation measures to deal with the increasing numbers of people with complex needs, presenting themselves as statutorily homeless in the District.

The recently approved Council budget 2019-22 acknowledged the level of current uncertainty on the national Government funding landscape for Councils beyond 2019/20' in particular those with demand led statutory pressures like Kirklees. Nor is the funding landscape likely to become clearer until the 2019 Spending Review later in the year. The range of ad hoc government grants underpinning current Council support for their Preventing Homelessness and Rough Sleeping do not extend beyond 2019/20, and the potential withdrawal of some or all of this funding nationally from 2020/21 is acknowledged to represent a significant future revenue budget risk/pressure for the Council.

In line with the requirements of the Public Sector Equality Duty (PSED), an Equality Impact Assessment (EIA) has been carried out and published. It is clear that the strategy has been drafted to reduce inequality and in doing so to promote and discharge the PSED. The strategy for example recognises the need to take steps to meet the needs of those with protected characteristics (e.g. including people with mental health needs ) and also the need to take steps to meet the needs of others who may not have protected characteristics (such as ex- offenders, people with drug and / or alcohol dependencies and others who are generally described as being "socially excluded") but who face prejudice when it comes to housing.

#### **4. Consultees and their opinions**

- 4.1 The strategy has been developed in consultation with stakeholders including people with lived experience of homelessness and rough sleeping and specialist and supported housing forums such as the Kirklees Preventing Homelessness Forum. Engagement has also taken place with internal council services and with Public Health colleagues.
- 4.2 The strategy has been shared with Senior Officers at Executive Team and with the Leadership Management Team.
- 4.3 Member Consultation has taken place with the Portfolio Holder and with the Economy & Neighbourhoods Scrutiny Panel.

- 4.4 Feedback from consultation has helped to inform and shape the strategy.
- 4.5 Cabinet are being asked to recommend the draft Preventing Homelessness and Rough Sleeping Strategy for approval by Council, at its meeting on 19<sup>th</sup> March 2019.

## **5 Next steps and timelines**

- 5.1 As part of the Policy Framework for Kirklees Council, the Council's Housing Strategy requires formal approval by Council. The draft Preventing Homelessness and Rough Sleeping Strategy is part of the overarching Housing Strategy for Kirklees.

Subject to Council approval, the strategy will be publicly available via the Council's website.

- 5.2 Officers will work with key partners to develop and implement detailed action plans which will support achievement of the outcomes outlined in the strategy.

## **6. Officer recommendations and reasons**

### **6.1 Recommendations**

To recommend approval of the draft Kirklees Preventing Homelessness and Rough Sleeping Strategy 2018 – 2023 to Council, in line with policy framework requirements.

It is further recommended that the Service Director of Growth and Housing ensures that detailed strategy action plans are developed as set out at 5.2.

### **6.2 Reasons**

Under Section 1 of the Homelessness Act 2002 the Council must produce a Homelessness Strategy and review it every 5 years. Government policy as set out in the MHCLG Rough Sleeping Strategy published August 2018 requires councils to produce a Rough Sleeping strategy by 2019, together with strategy action plans. The Preventing Homelessness and Rough Sleeping Strategy 2018 – 23 will meet the Council's new reduction and relief duties under the Homelessness Reduction Act 2017. Councils must also have regard to the Secretary of State's Homelessness Code under section 182 of the Housing Act, 1996.

Article 4 of the Constitution requires Housing Strategies to be approved by Council.

## **7. Cabinet portfolio holder's recommendations**

The Cabinet portfolio holder, Councillor Cathy Scott recommends that approval be given to the draft Kirklees Preventing Homelessness and Rough Sleeping Strategy 2018 – 2023

## **8. Contact officer**

Karen Oates - Housing commissioning manager (access to housing)  
Tel 01484 221000  
[karen.oates@kirklees.gov.uk](mailto:karen.oates@kirklees.gov.uk)

9. **Background Papers and History of Decisions**

Cabinet recommended the draft Kirklees Preventing Homelessness and Rough Sleeping Strategy 2018 – 2023 for approval on 19<sup>th</sup> March 2019.

Appendix: Draft Preventing Homelessness and Rough Sleeping Strategy 2018 - 2023

10. **Service Director responsible**

Naz Parkar - Director of Growth and Housing  
Tel 01484 221000  
naz.parkar@kirklees.gov.uk



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**Name of meeting:** Council (Reference from Cabinet)  
**Date:** 20 March 2019  
**Title of report:** Kirklees Economic Strategy

**Purpose of report:**

To provide an update on the refresh of the Kirklees Economic Strategy (KES) and ask for Council approval to adopt the strategy.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes
Key Decision - Is it in the <a href="#">Council's Forward Plan (key decisions and private reports?)</a>	Yes
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Director</u> & name	Karl Battersby – 6 March 2019
Is it also signed off by the Service Director, Finance and s151 officer	Eamonn Croston – 6 March 2019
Is it also signed off by the Service Director (Legal Governance and Commissioning)?	Julie Muscroft – 7 March 2019
Cabinet member <a href="#">portfolio</a>	Councillor Shabir Pandor – Leader Councillor Peter McBride – Economy

**Electoral wards affected:** All

**Ward councillors consulted:** All councillors invited to the Picture of Kirklees event. Two discussions at Economy and Neighbourhoods overview and scrutiny committee. Two elected member drop in sessions in Huddersfield and Dewsbury.

**Public or private:** Public

**Have you considered GDPR?**

This report and the strategy contain only aggregated and/or anonymised data and no personal data that identifies a living individual, no sensitive personal data such as health, religion, sexuality and ethnicity and no information about members of staff, users of services, or details of Kirklees' citizens.

1. **Summary**

Reflecting the changing national and local economic context, a refresh of the Kirklees Economic Strategy (KES) has been progressed.

Council are asked to approve the adoption of the strategy.

## 2. Information required to take a decision

### 2.1 Background

2.1.1 The current Kirklees Economic Strategy was produced in 2014. A review of progress and scoping of required amendments was produced in July 2018, which confirmed the rationale for refreshing the strategy. Detail on this review is provided at Appendix 1. From July to December 2018, the development of the proposed new strategy has included in depth economic analysis, engagement and consultation and the production of the final draft. Detail of the consultation findings is included in Appendix 2, and the work included:

- Five engagement workshops (on evidence, business, people and communities, physical regeneration, and health and wellbeing).
- Presence and input from participants at the Picture of Kirklees event.
- One to one and small group meetings with businesses, 3<sup>rd</sup> sector representative groups, the education sector and others.
- Connection with other workstreams supporting economic wellbeing in Kirklees, including work around place branding, town centre masterplanning and inclusive growth and social value.
- Identification of shared priorities and relationships to other strategic documents (i.e. Joint Health and Wellbeing Plan, Kirklees Housing Strategy, and Local Plan)
- Discussion of the refresh of the KES, connections to inclusive growth and social value, and next steps with timeline with Economy and Neighbourhoods Panel on the 5 September and 17 January.
- Drafts of the strategy circulated to partners and stakeholders for comment in Autumn 2018 and early 2019.

2.1.3 Critical to this approach has been the alignment of activity with work to support an inclusive economy and gain stronger social value returns from the Council and partners' spend, employment and asset decisions.

2.1.4 The Kirklees Economic Strategy and the Kirklees Joint Health and Wellbeing Plan reinforce one another as the two central strategic pillars in the district. Good health allows people to enjoy life to the full and to make a productive economic contribution. Meanwhile a strong, inclusive and sustainable economy has a positive influence on the determinants of health such as learning and skills, work, incomes and housing.

2.1.5 The strategy also responds to the UK Industrial Strategy, and the Kirklees contribution to raising the nation's productivity. But it does it in a way that is distinctive to Kirklees – putting inclusivity at the heart of an approach to economic success.

2.1.6 The draft was taken to 22 January 2019 Cabinet and Cabinet noted progress and signed off the revised draft Kirklees Economic Strategy for the consideration of Council.

### 2.2 Final Kirklees Economic Strategy

2.2.1 The final version of the KES is appended to this report and will be made available in hard copy for Council for approval at the meeting.

2.2.3 The draft updated KES has 5 priorities which will help to deliver our vision for an inclusive and productive economy:

**1. Modern, Innovative Business** - boosting business ambitions, best practice and innovation to drive productivity and good jobs



**2. Skilled and Ambitious People** - equipping people with the skills, talents and confidence they need to access good, well paid jobs and to contribute to the economy so that sharing the fruits of prosperity is the norm

**3. Active Partnerships** - building high impact partnerships across private, public and voluntary sectors, with a focus on how ‘anchor organisations’ can use their employment, procurement, assets and service delivery to build community wealth and achieve better outcomes

**4. Advanced Connectivity and Infrastructure** – securing and maximising benefits from Transpennine rail upgrade, a Huddersfield-Dewsbury Leeds Inclusive Growth Corridor, 10,000 new homes and excellent digital and green infrastructure

**5. Revitalising and Promoting Key Centres** – using a forward looking, place based approach across Huddersfield, North and South Kirklees to celebrate our district’s diversity

These priorities will be taken forward via 12 Action Programmes and 5 big wins against which we will be able to identify progress. These are summarised in the table below:

Priorities	Innovative Businesses	Skilled, ambitious people	Active Partnerships	Advanced connectivity & infrastructure	Revitalised centres
12 Action Programmes	Business ambitions & best practice  Innovation uplift  Engineering & manufacture	Aspiration uplift (skills)  Health/care workforce development	Anchor organisations, social value and supply chains	Transpennine upgrade & inclusive growth corridor  The Big Build  Digital infrastructure	Huddersfield  North Kirklees & Dewsbury  South Kirklees & rural areas
5 ‘Big Wins’	Digital Innovation Zone	Integrated Care Workforce Initiative	Kirklees Anchors Network	Transpennine upgrade & Inclusive growth corridor	Masterplans, branding & development in Hudds & Dewsbury

### 3. Implications for the Council

#### 3.1 Working with People

Strong communities and even stronger identities make up Kirklees. Increasing the health and wealth of all Kirklees residents, is a key way to help people help themselves, and enable people to be resilient in the face of economic and social change.

#### 3.2 Working with Partners

The strategy seeks to harness the power of the public, private and third sectors together around the common goal of growing an inclusive and productive economy.

We know that we are stronger together, and are committed to building stronger partnerships across Kirklees and beyond. The strategy gives us the basis for joint action. Closer working within the Leeds city region, wider region and with cities and towns across the UK will help us deliver our commitments and contribute towards the nation’s wider economic success. Work will also be progressed to form a strong Economic Partnership for Kirklees.

### **3.3 Place Based Working**

This strategy builds on the strength that Kirklees is made of many distinctive places – from the large towns of Huddersfield and Dewsbury to a wealth of smaller towns, villages and rural areas.

It aims to support the varied economies of Kirklees, and identifies deliverables that work for all our towns, villages and rural areas and, make the most of our excellent location, at the centre of the Leeds, Manchester and Sheffield city regions.

### **3.4 Improving outcomes for children**

This work contributes to the strategic aim that Kirklees is a district combining great quality of life and a strong and sustainable economy leading to thriving communities, growing businesses, high prosperity and low inequality and where people enjoy better health throughout their lives, including children.

## **4. Other (e.g. Legal/Financial or Human Resources)**

- 4.1 Production of an economic strategy is not a legal requirement. However the Council's constitution requires approval by Full Council where one is developed, as it is part of the Council's policy framework.
- 4.2 The refreshed Kirklees Economic Strategy has been developed with the support of consultants commissioned to assist in the scoping review and subsequent engagement and drafting phases. West Yorkshire Combined Authority have also seconded a member of staff into Kirklees to help progress this work.
- 4.3 The realisation of the economic strategy will be pivotal to the future financial sustainability of the Council. Moving forward into the implementation of the 12 Action Programmes, if the revised KES is approved, the Council and partners will have roles to play in resourcing and supporting delivery. The Council's updated budget plans (revenue and capital) reflect a significant level of targeted investment across regeneration/economic development activity that supports the scale of ambition set out in this strategy.

## **5. Consultees and their opinions**

- 5.1 This report has incorporated the views of those involved in revising the KES as highlighted in the **Background** section. The background papers to this report includes a summary of consultation responses in the engagement phase. Cabinet also recently considered the draft strategy, and recommended it for consideration and approval by Council.

## **6. Next steps**

- 6.3 Following approval of Full Council, the next step will be to progress work to bring together key partners into a refreshed Economic Partnership which will lead on the implementation of the strategy.

## **7 Officer recommendations and reasons**

- 7.1 Council are asked to approve the adoption of the strategy and that it replace the existing strategy with immediate effect.

## 8 **Cabinet portfolio holder's recommendations**

- 8.1 Sustainable economic growth requires inclusive growth. This strategy commits us to building an economy in Kirklees that will benefit all our communities. Too many people feel disconnected, too many do not feel the benefit of economic growth, and this strategy will help change that.
- 8.2 To recommend the final strategy be approved by Council.

## 9 **Contact officer(s)**

Alan Seasman – Theme Lead Place and Inward Investment  
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## 10 **Background Papers and History of Decisions**

[Economy and Neighbourhoods Scrutiny Panel, 05 September 2018](#), – Kirklees Economic Strategy

[Economy and Neighbourhoods Scrutiny Panel, 17 January 2019](#) – Kirklees Economic Strategy and social value / local wealth building

[Cabinet, 22 January 2019](#) – Kirklees Economic Strategy

## 11. **Service Director responsible**

Angela Blake - Service Director, Economy and Skills

## Kirklees Economic Strategy – Key Points from the Summer 2018 Scoping Review

In summer 2018, a ‘scoping review’ looked at how far the existing Kirklees Economic Strategy (KES) may need updating based on changes in the evidence and context, experience of delivery and strategic insights. Taking into account these factors it concluded that review of the KES was warranted and identified factors that should underpin its future development. This paper sets out the main changes in context and evidence, and key conclusions KES review should consider.

### Context

The context has changed radically since the KES was developed. At that point, the economy was coming out of recession, youth unemployment was high, a different Government was in power, there was no national Industrial Strategy, a different Leeds City Region economic strategy was in place and Brexit was not yet a word in the English language. In Kirklees, the Council’s leadership has changed, a fresh corporate and partnership framework is in place and there is a new sense of ambition and vision. A new economic strategy should take account of these changes.

### Evidence

The ‘absolute’ position on many indicators has improved compared to that when KES was developed – employment and output are higher for example. However, that it is not the case on all indicators (e.g. on some skills measures), and improvements in Kirklees are often not keeping pace with national average or neighbouring areas. Kirklees appears to be falling behind, especially on levels of skills, productivity and wages; and out-commuting to access higher skilled, higher paid jobs is common. More positively, business formation rates are relatively high, business confidence is improving and the number of deprived areas in Kirklees has fallen compared to other parts of West Yorkshire. However, the overall trend is towards becoming a lower value economy with lower value sectors and jobs. Sustained action will be needed to raise skills, innovation, productivity and progression in all sectors; to grow medium and high value sectors; and to support ‘inclusive growth’ that brings more and better jobs. Improvement of the physical environment in key centres (e.g. Huddersfield) will also be required to attract investment and skilled people.

### Conclusions for Economic Strategy - Overall and Process Based Messages

- 1) Raise the level of Ambition.** There is a desire to be more ambitious, bold and willing to take risk, and to push for quality and distinctiveness. The time is right to do this as the Council moves to a more optimistic, outward and stable position. The message is to think big and more strategically, focusing on key priorities and large scale, joined up programmes that cut across policy agendas and impact at city region level.
- 2) Make partnership in the strategy stronger and more effective.** The KES should make partnership working central, including through a consultative strategy development process, and working with partners to generate shared ambition, ownership and commitment to action.

- 3) **KES has helpful foundations but also opportunity for update and sharper prioritisation.** The current KES is seen as a sound strategy and its direction and vision remain broadly supported. However, the changed context and raised ambition need to be reflected, and there is a case to revisit some of the priorities, headline initiatives and targets/indicators, and to produce a shorter, sharper and more focused document.
- 4) **Be alert and flexible to respond to changing international, UK and City Region contexts.** Government is not yet clear on what Local Industrial Strategies entail and this creates uncertainties in Leeds City Region. Hence it makes sense to do what is right for Kirklees, but to align to emerging themes as we know them – notably productivity, innovation and inclusive growth. Kirklees should seek to understand and respond to the local implications and opportunities from these themes, as well global trends and opportunities (e.g. around trade). And it should have programmes ready to be supported or taken forward at City Region level in order to maximise influence, impact and funding opportunities.
- 5) **Link into other Kirklees Strategies and re-energise connection between health and economy.** Kirklees has been successful in joining up its health and economy strategies, and there is support to strengthen this in terms of implementation and practical follow through.
- 6) **Make inclusive growth more prominent.** There is clear will within the Council to build on content in the current KES to make ‘Inclusive Growth’ more explicit and prominent, and to be clearer on how it links to outcomes for ordinary people – such as more and better jobs.
- 7) **Manage and monitor KES systematically and proactively.** Clear responsibilities should be in place for managing and monitoring delivery of KES actions and priorities, as well and progress against indicators and impact.

### ***Specific Thematic and Place Based Messages***

- 8) **A higher value and more productive Kirklees economy.** There is a danger of drift towards a low skill, low wage economy. The KES needs to drive a brighter future based on growth in both higher value sectors and good jobs, aligned with national and city region productivity goals. This could further be assisted by promoting outward looking business horizons, including international collaboration and exports to growing markets.
- 9) **Review the approach to economic sectors while maintaining an Engineering & Manufacturing USP.** There is a case for widening sector content in the KES to support growth and more/better jobs in sectors such as Health & Care, Creative & Digital and Construction; without losing focus on Engineering & Manufacturing as a distinctive Kirklees asset. Innovation and linkages across sectors are also key.
- 10) **Increase the emphasis on innovation** – which is as a driver of productivity and a national and city region priority – with focus on collaboration, crossovers and good links to universities.
- 11) **Support skills and progression across the whole workforce, including adults.** There remains a need to address the labour market’s ‘missing middle’, but also to drive uptake of higher level skills and promote progression and the retraining needed as automation and other trends change or displace jobs.

- 12) Maintain and strengthen emphasis on place-based distinctiveness.** An updated KES should embrace place distinctiveness and respond accordingly, including in Huddersfield (see 13), in developing work at programme level, and in facilitating action in smaller towns, villages and rural areas.
- 13) Drive vision, action and investment in Huddersfield.** While there are plans in the pipeline, the scale of challenges in Huddersfield has grown and the response needs to reflect that. Championing the town, repurposing its centre, masterplanning and enhancing its environment, and improved cultural/music, leisure and office space offers should be part of the solution.
- 14) Set high ambitions for transport, infrastructure and the environment.** The Local Plan will create new opportunities, and Kirklees needs to see through planned developments, have further options in place, and ensure that key sites support priority sectors. There is scope to exploit planned transport improvements and to push hard for more, to increase superfast broadband uptake, and to make environmental excellence and green infrastructure a distinctive feature.

## Refresh of the Kirklees Economic Strategy – Main Messages from 2018 Consultation

### Process

Consultation was carried out during September and October 2018 including through:

- Five workshops (on evidence, business, people and communities, physical regeneration, and health and wellbeing)
- Presence and input from participants at the Picture of Kirklees event
- One to one and small group meetings with businesses, 3<sup>rd</sup> sector representative groups, the education sector and others
- An online consultation exercise
- Connection with other strategic processes in Kirklees that are engaging with partners e.g. on skills, place branding and masterplanning

### Key Consultation Messages

The table sets out the main messages that emerged, grouped into themes.

Main Themes and Issues	Messages
<b>Overall Approach</b>	
Ambition	<ul style="list-style-type: none"> <li>• Frequent and strong message that this should be at the centre of everything. Need to raise levels of ambition across people, communities, businesses and agencies.</li> </ul>
Inclusion/Inclusive Growth	<ul style="list-style-type: none"> <li>• Consensus that Kirklees should adopt an economic model based on high quality, sustainable economic development that balances and integrates growth and inclusion</li> </ul>
Health & Economy	<ul style="list-style-type: none"> <li>• Strong agreement that continued joining of these agendas makes sense – need to make it real</li> </ul>
Partnership	<ul style="list-style-type: none"> <li>• Wide agreement that a partnership approach is essential and willingness to get this right – particularly in the business engagement/support arena. Some noted the role of the Council as a convenor or stressed the importance of Kirklees punching its weight in Leeds City Region.</li> </ul>
<b>Places</b>	
Overall place approach	<ul style="list-style-type: none"> <li>• Most see Kirklees as not a 'real place' and support focus on enabling all places to develop their ambitions, identify and address issues, and use distinctiveness as part of development. A few noted the place standard tool in doing this or integrating culture into place development. Some also noted the value of Kirklees overall, combining the assets across it, and of place marketing for Kirklees when needed.</li> </ul>
Huddersfield	<ul style="list-style-type: none"> <li>• The most dominant place issue across the whole consultation with strong and wide consensus that action is needed to revitalise, repurpose and secure investment in Huddersfield (most notably in/around the town centre). A wide range of specific suggestions, with the most frequent including place marketing, a better music, leisure and culture offer, transforming ringroad sites (e.g. St George's warehouse), better connection to assets outside the ringroad (especially the University). Support for</li> </ul>

	office/business space and accommodation and for re-using heritage buildings.
Dewsbury/North Kirklees	<ul style="list-style-type: none"> <li>Continuing need for regeneration noted, with some acknowledgement of progress made, but lots more to do, including to take advantage of its position and proximity to Leeds and diversity and connect people to opportunities.</li> </ul>
Small towns, rural and semi rural	<ul style="list-style-type: none"> <li>Those who commented said that needs, values and opportunities have not been fully recognised in the past and want this to be corrected. Support for small scale, mixed use development, taking advantage of what's there, importance of tourism, culture and green industries. Digital also important; often poor but good opportunities.</li> </ul>
<b>Business</b>	
Sectors	<ul style="list-style-type: none"> <li>Support for work with a number of sectors. That was strongest around taking advantage of engineering and manufacturing as a distinctive sector with good jobs. But recognition that this is not the only sector of importance and will not tackle jobs needs on its own. The other main sector noted was Health &amp; Care and its jobs/skills issues and opportunities. Creative and digital also noted as one to grow, and construction occasionally mentioned too. Locally pronounced sectors in specific places also noted, e.g. tourism, culture and green/land-based industries in South Kirklees.</li> </ul>
Business practice and support	<ul style="list-style-type: none"> <li>Despite some good businesses (including many involved in the consultation), a sense that many SMEs were quite traditional and needed to be more innovative, outward and modern in approach. That included aspects such as demand and use of high-level skills, application of digital and tech, exports and international, entrepreneurship, leadership and management, and supply chains.</li> </ul>
Innovation	<ul style="list-style-type: none"> <li>Calls for greater innovation, usually in business but sometimes directed to public bodies too. University noted as a major asset, and one which could further support innovation; creativity and innovation beyond high tech/R&amp;D also supported.</li> </ul>
<b>People, Skills and Employment</b>	
Skills	<ul style="list-style-type: none"> <li>Raise skills and provide opportunities for social mobility. Business and social benefits. Specific aspects included work placements and education-business links, apprenticeships (including quality and degree level) and high-level skills. No single priority – overall progression, upskilling and retraining the key thing.</li> </ul>
Employment	<ul style="list-style-type: none"> <li>Often linked to skills, plus the need to address specific barriers. Role of 3<sup>rd</sup> sector.</li> </ul>
Incomes	<ul style="list-style-type: none"> <li>Sometimes noted as a key goal – but accepted as the product of other factors such as skills, business profits and productivity and inclusion policies, etc.</li> </ul>
<b>Infrastructure and Environment</b>	
Transport	<ul style="list-style-type: none"> <li>A high priority for many. Improvements across modes sought, but with Trans Pennine rail upgrade singled out most often. Other aspects mentioned included tackling congestion on road links into</li> </ul>



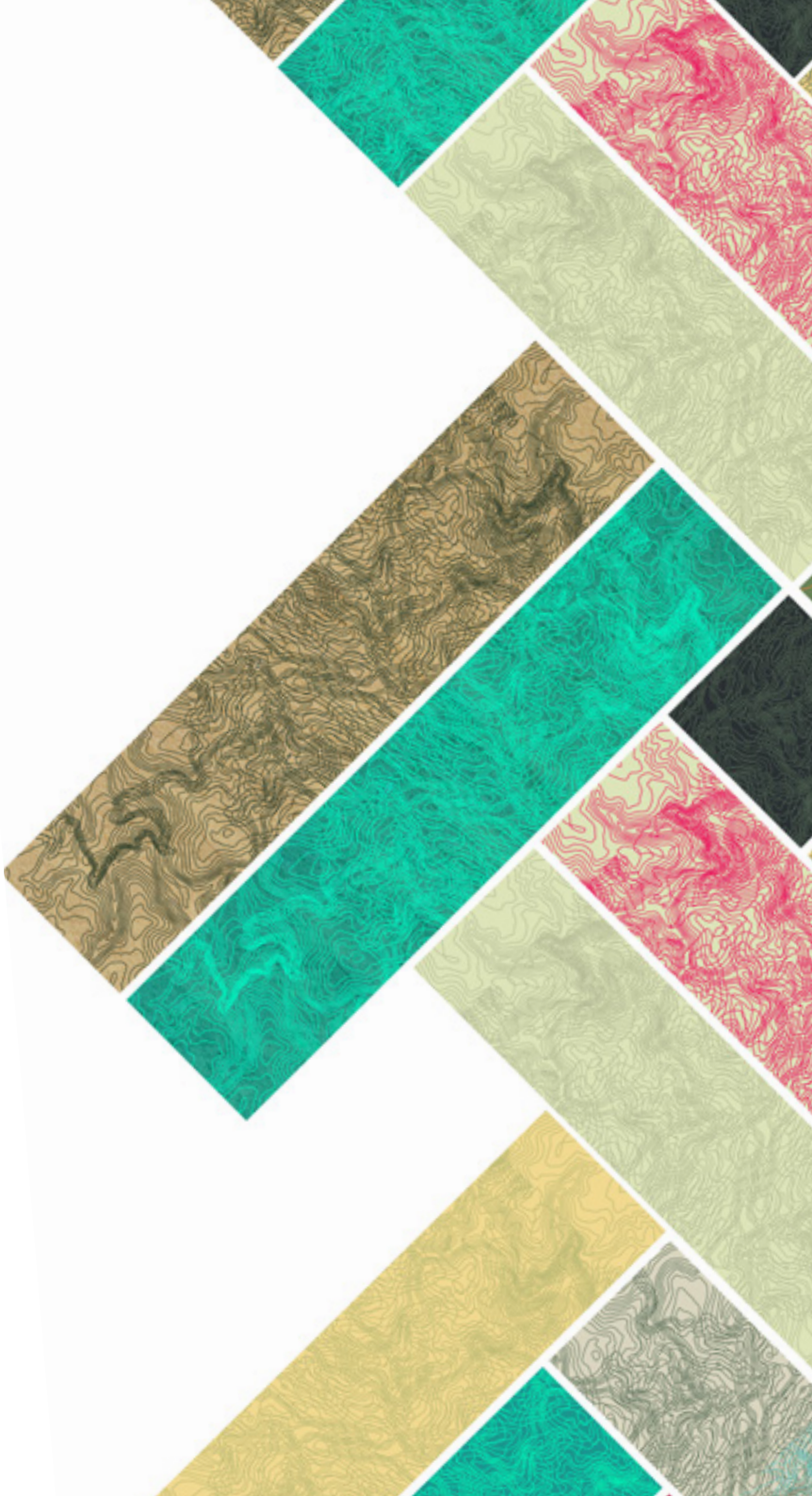
	<p>Huddersfield, the opportunities around a Dewsbury-Huddersfield-Leeds corridor (and access to it) and Leeds Road as a priority road improvement. Future improvements to rail links to Sheffield and a direct rail service from Huddersfield to London also sought. Some thought there is too little attention on public transport and active travel and that this should be more prominent.</p>
Sites & Premises	<ul style="list-style-type: none"> <li>• Make best use of limited sites and focus on higher value sectors and dense employment for them. Improve the office offer, especially in Huddersfield. Convert/make good use of vacant or underused mills/heritage buildings across Kirklees – business hubs, apartments and cultural use, plus support positive identity.</li> </ul>
Housing	<ul style="list-style-type: none"> <li>• Noted a few times, with consensus that Kirklees needs more housing and good quality housing (design, energy, etc.) as well as affordability. The right locations, digital connectivity and features that would appeal to the Millennial generation also noted.</li> </ul>
Green infrastructure & environment	<ul style="list-style-type: none"> <li>• Emerged as an important thing to include quite often, with both built heritage and natural environment frequently noted as assets. Calls to include action on energy and fuel poverty, air quality (linked to health and transport), integrating green infrastructure into development, and taking advantage of green job opportunities.</li> </ul>
<b>Cross cutting/underpinning</b>	
Anchors and local supply chains	<ul style="list-style-type: none"> <li>• Strong support from those aware of the concept for anchor organisations to play a full and proactive role in supporting the local economy, inclusion, corporate social responsibility and social value – often linked to procurement</li> </ul>
Digital	<ul style="list-style-type: none"> <li>• Widely mentioned and lots of calls for improvements. Digital infrastructure was the most commonly mentioned element, but also seen as a golden thread encompassing uptake and application across businesses, digital skills and digital inclusion, and the digital sector - both its growth potential and role in supporting other sectors.</li> </ul>



# KIRKLEES ECONOMIC STRATEGY 2019-2025

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# FOREWORD

We are committed to supporting the growth of an inclusive and productive economy that creates opportunities for everyone, and uses innovation to build local wealth. This strategy will help do that, weaving the power of the public, private and third sectors together around our vision.

Kirklees has a diverse and resilient business base, with enduring strengths in advanced manufacturing and engineering. We believe small is beautiful, and with our myriad of small and medium sized enterprises rooted in their local places, we value businesses for the wealth they create and are proud of the contributions they make to our communities. Working together we can create an environment that encourages greater productivity and raises incomes.

Strong communities and even stronger identities make up Kirklees. Our impressive industrial heritage and outstanding countryside, and our connections to major cities create a fantastic quality of life offer. This strategy will work for all our towns, villages and valleys across Kirklees. We will work to make the most of our location at the centre of the North of England and our connections across the globe.

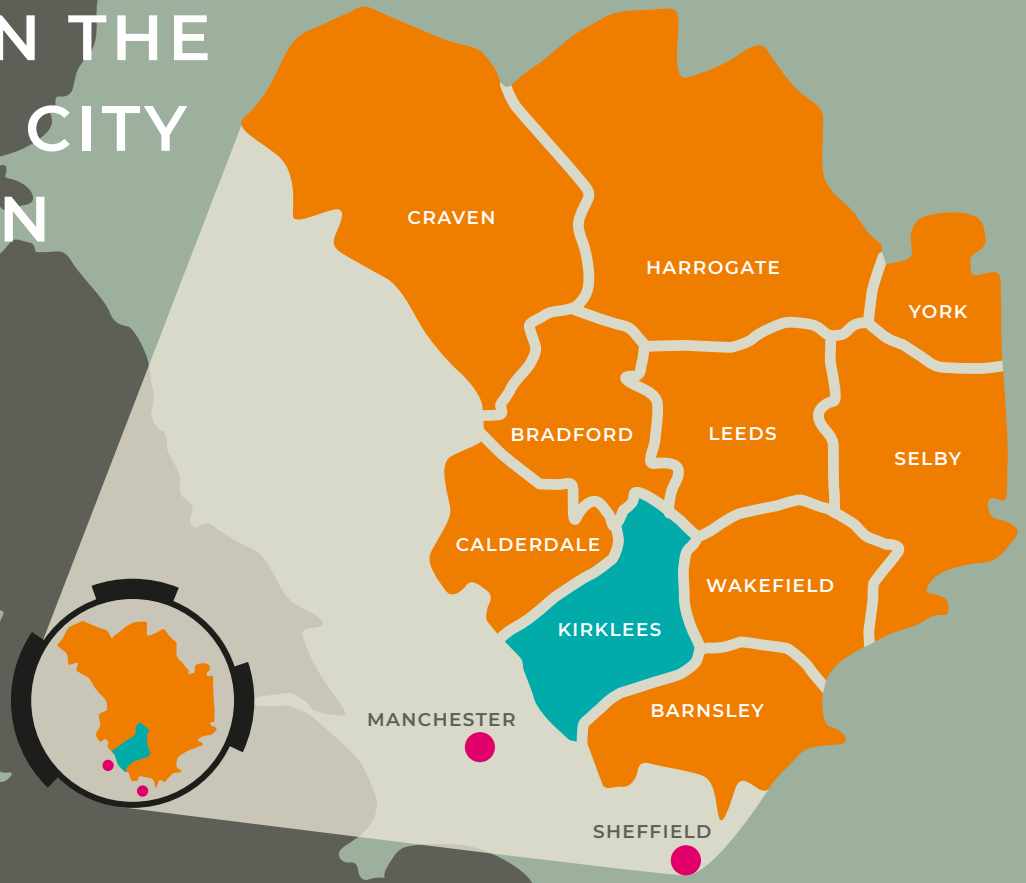
Kirklees has always been a place of innovation, and the way people live and work continues to change. The UK's exit from the European Union creates significant uncertainty for people and businesses. Here in Kirklees we are focused on building local wealth that supports the long term resilience of our economy and communities.

We know that we are stronger together, and are committed to building stronger partnerships across Kirklees and beyond. This strategy gives us the basis for joint action. Closer working within the Leeds city region, wider region and with cities and towns across the UK will help us deliver our commitments and contribute towards the nation's wider economic success.

Cllr Shabir Pandor, Leader of the Council



# KIRKLEES WITHIN THE LEEDS CITY REGION



# EXECUTIVE SUMMARY

In Kirklees we're turning a proud industrial heritage into innovation and entrepreneurship. From advanced textiles to turbo technologies, we supply everyone from the Ministry of Defence and aerospace sector to the motorsport industry. Our towns and valleys weave together vibrant, young and dynamic communities with breathtaking Yorkshire landscapes.

Our focus is on growing an inclusive and productive economy at the heart of the North. We are committed to building local wealth, creating an economy that is:

**Inclusive:** with every person realising their potential, through good jobs, and higher levels of skills, income and wellbeing.

**Productive:** with innovative, outward and forward looking businesses. Higher productivity creates more value per hour worked and can support good jobs and higher incomes.

These two pillars weave together: Skills, innovation, investment and the infrastructure needed for growth are the catalyst for driving productivity and also reducing inequality. Good work and good pay contributes to people's health and wellbeing and progressive future focused businesses recognise that how they support their staff and help them to progress also contributes to how they grow their bottom line.

Based on these two pillars and building on existing action, this strategy's five priorities focus on a concise set of action programmes that will make the biggest difference and take forward a co-ordinated approach to delivery. This will help to focus the efforts and impact of partners and investment, locally, in Leeds City Region and across the North. It will also provide the flexibility to plan for change and sustainability, respond to the impacts of Brexit and be positioned to benefit from the devolution of powers and responsibilities to Yorkshire. As catalysts for further action we will deliver five 'big wins' that will make a difference for people and businesses in Kirklees.

With a focus on a concise set of actions, we will know when we are successful when we can see improved productivity, more money in people's pockets, more people in work, higher skills levels and the regeneration of our key centres.



Priorities	Modern innovative businesses	Skilled and ambitious people	Active Partnerships	Advanced connectivity & infrastructure	Revitalised centres
<b>12 Action Programmes</b>	<p>Raising business ambitions and best practice</p> <p>Innovation uplift</p> <p>Growth and investment in engineering and advanced manufacture</p>	<p>Aspiration uplift (skills)</p> <p>Integrated health and care workforce development</p>	<p>Anchor institutions network, social value and supply chains</p>	<p>Transpennine upgrade &amp; inclusive growth corridor</p> <p>The Big Build</p> <p>Digital infrastructure</p>	<p>Huddersfield</p> <p>North Kirklees &amp; Dewsbury</p> <p>South Kirklees &amp; rural areas</p>
<b>5 'Big Wins'</b>	Digital Innovation Zone	Integrated care workforce development initiative	Kirklees Anchors Network	Transpennine upgrade & Inclusive growth corridor	Revitalising Huddersfield and Dewsbury

# 1. OUR VISION – AN INCLUSIVE AND PRODUCTIVE KIRKLEES

This strategy builds on the strength of Kirklees' many distinctive places – from the large towns of Huddersfield and Dewsbury to a wealth of smaller towns, villages and valleys. This combination of assets, and our excellent location at the centre of the Leeds, Manchester and Sheffield city regions, add up to leading businesses, many skilled people, an excellent university, a strong leisure and tourism offer, a high quality of life and a diverse housing offer upon which to build.

But there is more to do and more that can be achieved. To get the best from our assets we must tackle the challenges that are holding parts of Kirklees back, spot and seize new opportunities, deliver on our investment plans to improve our infrastructure, and create change at pace. We will do this through a twin focus on inclusivity and productivity.

By keeping inclusivity and productivity at the heart of our economic strategy, and running through our priorities and programmes, we make sure we understand the way they are interrelated as well as the potential for tensions.

The strategy focuses on creating sustained economic growth and providing good employment for and with communities and businesses. It aligns to the Kirklees Local Plan and is supported by other strategies that have a fundamental impact on our economy, including the Digital Plan and Housing Strategy, and the forthcoming inward investment plan. It is also instrumental to the shared outcome of supporting people in Kirklees to have aspiration to achieve their ambitions through education, training employment and lifelong learning and it sets the context for the Learning and Post-16 Employment and Skills Plans.

## INCLUSIVITY

with every person realising their potential, through good jobs, and higher levels of skills, income and wellbeing.

## PRODUCTIVITY

with innovative, outward and forward looking businesses. Higher productivity creates more value per hour worked and can support good jobs and higher incomes.

Skills, innovation, investment and the infrastructure needed for growth are used as the catalyst for driving productivity and also reducing inequality. Good work and good pay contributes to people's health and wellbeing and progressive future focused businesses recognise that how they support their staff and help them to progress also contributes to how they grow their bottom line.

The Kirklees Economic Strategy and the Kirklees Joint Health and Wellbeing Plan reinforce one another as the two central strategies for Kirklees. Good health allows people to enjoy life to the full and be economically active. Meanwhile a strong, inclusive and sustainable economy has a positive influence on the determinants of health such as learning and skills, work, incomes and housing.

This strategy also responds to the UK Industrial Strategy and focuses on the Kirklees contribution to raising the nation's productivity. But it does it in a way that is distinctive to Kirklees – putting inclusivity at the heart of our approach to economic success.

## 2. KIRKLEES: THE STORY OF OUR PLACE

Kirklees weaves together vibrant, young, dynamic communities with breathtaking Yorkshire landscape, The forward thinking and innovation behind our history of textiles production endures in the innovation and entrepreneurialism that is in our genes. And we know that when we bring our urban centres, rural delights and talented people together, we realise our full potential.

Supported by its excellent location at the centre of the northern industrial corridor, from cloth production as a supplement to agricultural work (Shoddy & Mungo – Benjamin Law – Batley), to large scale textile manufacturing (The Heavy Woollen District – Dewsbury, Camira – Meltham) that spurred the development of the chemical (Syngenta – Huddersfield) and engineering sectors (David Brown – Meltham, Cummins turbo chargers – Huddersfield), and more recently the precision engineering (Reliance – Huddersfield) and medical technology industries (Paxman Coolers – Huddersfield) – Kirklees has a history of being the place to make it. These firms have had a lasting impact on the local and national economy, both in terms of the product and processes they developed, but also for the people, organisations and communities that led and shared in their growth.

We will make sure Kirklees continues to be the place to make it by ensuring that our places have the right conditions to enable future generations of innovators, and connect people and communities to wealth.

## **We have excellent assets for economic success**

**World-leading manufacturing and engineering businesses,** the most pronounced high value sector in Kirklees, employs 25,000 people, double the national average at 16% of the economy. Leading areas of expertise include textiles and products such as gears, valves, pumps and turbo chargers.

**Innovation and training assets** include the Textiles Centre of Excellence, the University's 3M Buckley Innovation Centre and the Kirklees College Process Manufacturing Centre.

**Dynamic SMEs and microbusinesses** spread across Kirklees, locating in our major towns as well as in attractive hubs for enterprise such as the Holme and Colne Valleys.

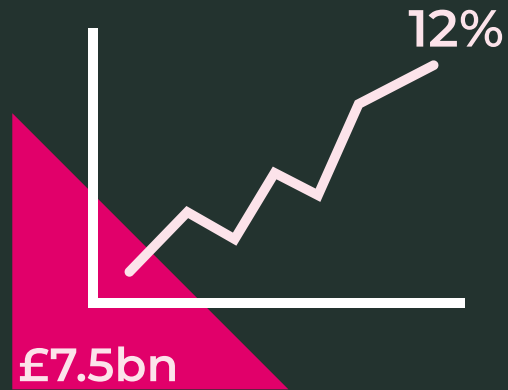
The **University of Huddersfield** has nearly 20,000 students, excels in innovation and won the first Global Teaching Excellence Award in 2017.

**Some of the best schools and colleges in England.** The outstanding rated Huddersfield New College is ranked number one in England for Equality and Diversity; Greenhead College has the best designated sixth form college A level results in Yorkshire; and Kirklees College has 18,000 students, links to 1,000 businesses and is in the top ten in England for apprenticeships.

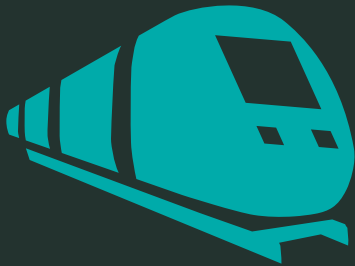
# KIRKLEES IN 2019



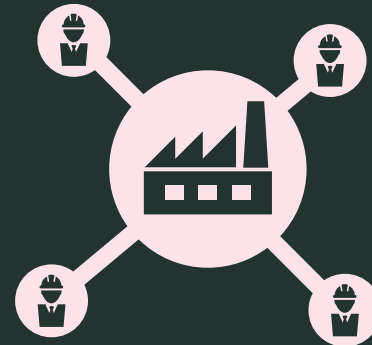
Population – with 437,000 residents living in Kirklees, it is the most populated district not classed as a city



GVA economy of £7.5bn per annum and growth of 12% between 2009 -15



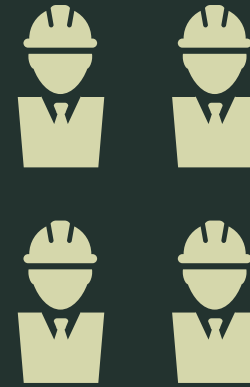
Connectivity – Kirklees sits at the heart of the north with fantastic connectivity via M1, M62 and fast TransPennine rail routes to a number of northern cities



Commuting – great local economy with workers from other districts finding high skilled manufacturing jobs in Kirklees and also provides a fantastic opportunity to work in Manchester, Leeds or Sheffield



Number of businesses – 14,500 in Kirklees – with over 13 times the national average employed in textiles and nearly 3 times the national average employed in manufacturing and engineering businesses



Number of workers – over 200,000 in Kirklees with access to 4 million workers through its ideally placed location in the north of England



Skills Levels – home to the University of Huddersfield and some of the best schools and colleges in England, 300,000 skilled graduates on the doorstep and one third of the population qualified to NVQ level 4 +



Levels of deprivation are falling and the employment rate is rising, Kirklees is a place benefitting from turning a proud industrial heritage into innovation and entrepreneurship

# OPPORTUNITIES AND CHALLENGES

- Our heart of the north location through access to the M62, M1 and fast TransPennine rail brings the potential of a 4 million workforce, 250,000 businesses, a £160bn economy and 15 Universities.
- There is a high level of net out-commuting (around 25,000 people)
  - especially to access higher skilled, higher paid jobs
- GVA growth is lower than the 14-17% achieved elsewhere in West Yorkshire and productivity is below UK and West Yorkshire averages
- Although unemployment is low at 5% and our employment rate (70.5%) has risen since the recession, that figure is below a previous peak of 73%, and private sector job growth of +5% also lags the +12% GB average
- There are fewer high value jobs than in some neighbouring districts and lower concentrations of higher pay/productivity sectors such as finance and insurance, ICT and Professional Services.
- A third of the population are qualified at NVQ level 4+ but 13% have no qualifications
- Kirklees residents' wages are around average for West Yorkshire, but wages from workplaces within Kirklees are the lowest in West Yorkshire at just below £460/week
- Only 9% of areas in Kirklees are in the most 10% deprived in England
  - down from 14% in 2010 and in contrast to rising deprivation in neighbouring areas. We aim to reduce deprivation further.





# 3. DELIVERING AN INCLUSIVE AND PRODUCTIVE KIRKLEES ECONOMY

Five priorities will help to deliver our vision for an inclusive and productive economy, building on existing foundations and putting Kirklees on a positive, long term trajectory that will deliver tangible change:

1. Modern Innovative Business

boosting business ambitions, best practice and innovation to drive productivity and good jobs.

2. Skilled and Ambitious People

equipping people with the skills, talents and confidence they need to access good, well paid jobs, contributing to and benefiting from economic success.

3. Active Partnerships

building high impact partnerships across private, public and voluntary sectors, with a focus on how 'anchor institutions' can use their employment, procurement, assets and service delivery to build local wealth and achieve better outcomes.

4. Advanced Connectivity and Infrastructure

securing and maximising benefits from the Transpennine rail upgrade, a Huddersfield-North Kirklees Leeds Inclusive Growth Corridor, 10,000 new homes and excellent digital and green infrastructure.

5. Revitalised Centres

using a forward looking, place based approach across Huddersfield, North and South Kirklees to celebrate our district's diversity.

Priorities	Modern innovative businesses	Skilled and ambitious people	Active Partnerships	Advanced connectivity & infrastructure	Revitalised centres
<b>12 Action Programmes</b>	<p>Raising business ambitions and best practice</p> <p>Innovation uplift</p> <p>Growth and investment in engineering and advanced manufacture</p>	<p>Aspiration uplift (skills)</p> <p>Integrated health and care workforce development</p>	<p>Anchor institutions network, social value and supply chains</p>	<p>Transpennine upgrade &amp; inclusive growth corridor</p> <p>The Big Build</p> <p>Digital infrastructure</p>	<p>Huddersfield</p> <p>North Kirklees &amp; Dewsbury</p> <p>South Kirklees &amp; rural areas</p>
<b>5 'Big Wins'</b>	<p>Digital Innovation Zone</p>	<p>Integrated care workforce development initiative</p>	<p>Kirklees Anchors Network</p>	<p>Transpennine upgrade &amp; Inclusive growth corridor</p>	<p>Revitalising Huddersfield and Dewsbury</p>

# MEASURING SUCCESS

We will track progress against our central goals of productivity and inclusion and the regeneration of our key centres. We will use five headline success measures to do this, with specific indicators for each of these shown in the table, drawing from the JRF inclusive growth indicators framework.

We will compare ourselves against Leeds City Region/West Yorkshire, Northern and national averages. Where data allows, we will drill down to monitor the extent of inequalities and diversity across different places and groups within Kirklees.

We will also look to enhance our data and intelligence capabilities and communication, including through partner collaboration, open data and the ability to undertake horizon scanning analysis, particularly in relation to innovation, exports, quality of life, quality of place and culture.

Headline success measures	Indicators
Incomes	Household disposable incomes Median wages Incomes of the lowest paid 20%
Productivity and growth	GVA per worker per hour GVA per capita
Skills	% of population with NVQ level 4+ % of population with NVQ level 2+ (and other skills levels)
Employment	Employment rate Unemployment rate
Better Places	Town centre footfall and tangible regeneration in Huddersfield and Dewsbury

Data is for working age population where relevant

# PRIORITY 1: MODERN INNOVATIVE BUSINESS

Boosting business ambitions, best practice and innovation to drive productivity and good jobs

**The Long Term Outcome:** Ambitious and confident businesses investing in best practice and growing as a result – leading to greater productivity and more private sector jobs.

Our priority is to create the best possible environment for businesses (including social enterprises) to grow and enable them to access the full range of support they need, including for small and medium-sized enterprises (SMEs) which make up the bulk of our economy. In the context of uncertain trading relationships as the UK exits the EU, we will help businesses to be more outward facing and dynamic, trade more internationally and build strong relationships to further embed them into the Kirklees economy.

## Key assets and action to build on:

- The University of Huddersfield and its role in higher level skills, enterprise, innovation and international profile, including through the 3M Buckley Innovation Centre
- Specialised advanced manufacturing assets – including the Textile Centre of Excellence and the Kirklees College Process Manufacturing Centre
- A business support system including the Council, Local Enterprise Partnership and private bodies
- A new partnership approach to promoting Kirklees as a place to invest and start up a business, including joint work between the Chamber of Commerce, College, University and Council
- The Chamber of Commerce's Export Hub and work to help businesses to respond to Brexit





# ACTION PROGRAMME 1: RAISING BUSINESS AMBITIONS AND BEST PRACTICE

We will work systematically across partners with a business-facing role, including Leeds City Region LEP and fronted by the private sector where possible to foster forward looking, ambitious business leadership and cultures, underpinned by sound businesses planning.

This will include:

- Fostering more networking and collaboration across business and sector types (including social enterprise), using advocates to make the case to others for action, creating more dense local supply chains and growing a spirit of enterprise
- Clearly communicating the range of available business support, particularly to SMEs, including public and private sector provision, online and in person (e.g. via a key account management approach and SME Growth Managers).
- Increasing awareness of business practice that drives productivity and good jobs – including innovation, exports, design, uptake of digital technology, use of quality apprenticeships, high level skills and staff progression, flexible working, resource efficiency and healthy workplaces



# ACTION PROGRAMME 2: DELIVERING AN INNOVATION UPLIFT

We will help make innovation in its broadest definition real for many more businesses, so they can connect to innovation assets and apply creativity to drive their competitiveness and productivity.

This will include:

- Securing a Digital Innovation Zone in Huddersfield by 2021 connected to the district's strengths in precision engineering and advanced manufacturing, textiles, big data and analytics
- Targeted promotion of the innovation support available at local, Leeds City Region and national levels, and communication of innovation and creativity as core to modern business practice
- Enabling innovation networks that facilitate the exchange of practice and support better connections between business, the knowledge base and across value chains and sectors



# ACTION PROGRAMME 3: GROWTH AND INVESTMENT IN ENGINEERING & ADVANCED MANUFACTURING

Recognising the engineering and advanced manufacturing strengths, unique breadth and concentration in Kirklees, we will work in depth to support businesses in high added value activities critical to automotive, energy and low carbon supply chains.

This will include:

- Facilitating further links to university/FE expertise and with other key sectors in Kirklees, Leeds City Region, and beyond e.g. creative and digital, construction, financial and professional services, health and low carbon
- Helping industry meet its labour and skills needs, and use this as an opportunity to create and fill both more quality apprenticeships (as routes into the sector) and high skilled, high value jobs
- Supporting trade and exports, attracting investment and developing supply chains post-Brexit

**The Big Win: Secure a Digital Innovation Zone by 2021**





polyseam

**Case study:  
Polyseam – investing in R&D,  
winning exports**

Sealant and adhesive manufacturer Polyseam has hailed the benefits investment in a new 82,000sq ft Huddersfield site has had on the business. The £2.3m facility includes research and development (R&D), engineering, planning and storehouse space, as well as modern manufacturing units containing the latest technology. Chief Executive, Kjetil Bogstad, said “the new facility has helped boost exports, now accounting for 80% of sales, by enabling process efficiencies and R&D opportunities.” Polyseam is now focused on further growth and looking to recruit new employees in areas including R&D.



Janet Bebb

**Advocate voice**

**Janet Bebb, Social Progress**  
“We work in the Kirklees area as this is our home. It means we don’t have long busy journeys daily but we are still able to travel to all the major cities around us - Leeds, Sheffield, Manchester - to meet with clients and deliver our services. We work with local businesses to help them with their social media marketing, and have benefited from funding via Kirklees Council’s Working Smarter Vouchers.”

# PRIORITY 2:

## SKILLED AND AMBITIOUS PEOPLE

Equipping people with the skills, talents and confidence they need to access good, well paid jobs and to contribute to the economy, so that sharing the fruits of prosperity is the norm

**The Long Term Outcome:** Improved skills at all levels and especially levels 4 and 5, boost in average weekly workplace wages, and reduced in-work benefit claimant rate.

We want every person to reach their potential. Kirklees benefits from a strong education and skills landscape, with high performing colleges and a world-class university. However, there remains too big a gap in education, skills and employment outcomes, between our out-commuting residents and those who are employed in the Kirklees economy. This means that too many people are not fulfilling their potential and therefore our economy is not either. We will work with individuals, providers and businesses to recognise the value of investment in personal and workforce development to create an upward cycle of higher level skills and wages, providing pathways into training and progression.

### Key assets and action to build on:

- Superb infrastructure for learning, including high performing colleges and university with strong links to business, and a National Careers Hub working closely with schools
- A Learning Plan centred on giving our young people the best start in life, from quality childcare and early years settings (including to unlock barriers to work) through to learning and education and ensuring children achieve well and leave school ready for life and work
- A Post-16 Employment and Skills Plan to help people improve their skills and prospects across their working lives, with a focus on key sectors of manufacturing and engineering, health and social care, creative and digital, and construction
- Strong buy in and performance in apprenticeship delivery, with Kirklees College the top further education apprenticeship provider in West Yorkshire and 10th in England
- Increasing integration of the employment and skills offer which incorporates a strong Works Better employment programme, adult and community learning programmes and third sector led Community Learning Works programme



What we will deliver



# ACTION PROGRAMME 4: DELIVERING AN ASPIRATION UPLIFT

Working across the district's education and skills system, we will deliver programmes that expand horizons, equip people with the confidence to unlock their ambitions, increase social mobility and tackle the exclusion and disadvantage that can curtail self-belief and limit opportunity. This will cover both under 25s and adults, and combine employability and 'soft' skills with specific qualifications and training (or retraining).

This will include:

- Prioritising excellent careers information, advice and guidance for all ages and points in working life, aligned to key skills sectors
- Strengthening business-education links with a focus on key sectors including work experience, mentoring, graduate placements, employability and STEAM skills
- Raising awareness of the value of investing in workforce skills linked to Action Programme 1
- Working to increase the number, range and quality of apprenticeships, including influencing provision and promoting uptake of higher and degree level apprenticeships

# ACTION PROGRAMME 5: INTEGRATED HEALTH AND CARE WORKFORCE DEVELOPMENT

Filling vacant roles and enabling progression in the health and care sector will provide routes into work, create greater resilience in the face of changing labour markets as the UK exits the European Union, and enhance health and care outcomes. Led by the Kirklees Integrated Care Workforce Development Steering Group, we will support workforce planning and progression across a wide range of health and care roles, including community-based ones.

This will include:

- Improving and widening progression paths from less skilled and low paid roles into more highly skilled and better paid health and care careers – leading to higher recruitment and retention
- Working with the sector and education providers to address barriers that prevent uptake and mobility, e.g. historical organisational and professional boundaries, pay, perception and career structures, and improving the transferability of skills
- Supporting delivery of the Health and Wellbeing Plan by helping to recruit, train, and retain a workforce that can support more integrated ways of working and in particular Primary Care Networks and the wider integration of health and social care

**The Big Win: An Integrated Care Workforce Development initiative that increases uptake of roles and progression in the sector, including by disadvantaged groups, and enhances care and support**



### Case study: Syngenta – jobs on our site in 50 years time

Syngenta is a crop science company which creates and manufactures crop protection products used by farmers around the world. The company has been established in Kirklees for over 100 years and in 2017 invested a further £23million for the future of the site with no signs of slowing down. The company is proactive in their recruitment of staff and are dedicated to sourcing local employees, providing upskilling opportunities and supporting the local supply chain. To maintain the skills base at their Huddersfield site, the company has introduced an advanced apprenticeship programme supporting skills in manufacturing and creating more high level jobs in the Kirklees economy. Alistair Conn, Site Manager, Syngenta said “our goal is ‘Jobs on our site in 50 years’ time’ and our company’s commitment to manufacturing in Huddersfield is demonstrated by the sustained investment in the site development.”

#### Adam Ali, DIGISEE

#### Advocate voice

Adam is a 22 year old young father from Birkby who runs DIGISEE, a start-up company providing digital signage solutions. In 2018, he was named National Entrepreneur of the Year by Dragons’ Den star Peter Jones and has appeared on Look North and in a BBC documentary. “I wanted to seize an opportunity to take a stake in a billion pound industry and provide for my family. With the help of the support I have received, I have been able to realise this and I would encourage other young entrepreneurs who want to set up their own business to do it, and to look for people who can help you make it happen. Through DIGISEE, I hope to bring more opportunities to our local area.”



Syngenta



Adam Ali

# PRIORITY 3: ACTIVE PARTNERSHIPS

High impact partnerships and anchor institutions using their employment, procurement, assets and service delivery to build local wealth and achieve better outcomes for our district

**The Long Term Outcome:** Rising proportion of local spend in Kirklees and West Yorkshire (resulting in business growth and local employment), a more inclusive labour market and more good jobs.

Businesses, the public sector and voluntary and community organisations all have important roles to play in delivering an inclusive and productive economy. Our ambition is to maximise the opportunities of partnering together, whether that be strategically, on specific projects or with specific individuals, and whether that be at a community level, across Kirklees, in the Leeds City Region or the wider north. We want partnerships that will be active, productive and successful.

In Kirklees we are also committed to increasing the social value that we can achieve via the money we spend, and the Council has undertaken analysis on its procurement to understand its current position and help define its ambition. We believe there is significant opportunity to act differently, particularly across our 'anchor institutions' (large, locally invested organisations – including our colleges, university, hospital trusts, housing providers, large businesses and the local authority) to root wealth here and so achieve more for local business, people and places, and we will act accordingly using a focus on progressive procurement, employment and assets.



### Key assets and action to build on:

- Working as part of the West Yorkshire Combined Authority and Leeds City Region Local Enterprise Partnership, delivering transport, business support and skills initiatives in Kirklees
- Kirklees Inclusive Growth Group and work underway to form a new economic partnership
- Committed and capable voluntary and community sector organisations – with potential for further contribution and growth
- Commitment by anchors to work together to maximising social value outcomes, and work carried out on local commissioning and procurement spend and supply chain analysis with a good practice toolkit and framework developed at a city region level

# ACTION PROGRAMME 6:

## ANCHOR INSTITUTIONS NETWORK, SOCIAL VALUE AND SUPPLY CHAINS

Our anchor institutions are rooted in our district, and through their spend, employment practices, services and use of land and assets can play a key role in improving local economic, social and environmental wellbeing. When large anchor institutions in Kirklees, and smaller 'community anchors' spend more money in local supply chains, employ more local people, support social mobility and lead the way on healthy workplaces, this leads to more contracts for businesses, more local people in good jobs and improved wellbeing. Building on work to date, Kirklees will adopt a focus on local wealth building via a partnership of anchor institutions committed to working together.

This will include:

- Maximising local and economic benefit from a Kirklees Anchors Network where each anchor is represented and can take leadership for driving change across procurement, workforce, land, property and assets
- Carrying out annual supply chain analysis and identification of influenceable spend and local opportunities within the Council
- Exploring the scope to increase and expand the voluntary, community and social enterprise sector's contribution to economic wellbeing via a co-commissioning framework with the public sector

**The Big Win: Kirklees Anchor Network playing an active role in increasing local employment, supply chains and social value**



Local Services 2 You



Paul Williamson

### Case study: Local Services 2 You

Local Services 2 You manage several community buildings and an enterprise centre, own residential and commercial properties, run three nurseries, a library and a social club as well as putting on the Deighton Carnival. It's a group of social enterprises based in Deighton and Sheepridge, Huddersfield and they employ nearly 50 staff with over 80% living within a few miles. Andy Petrie, Chief Executive said "Our community businesses are run for the benefit of local people. Any profits we make are used to provide better, more affordable, services. We provide employment opportunities but also help people access advice or provide start-up business space. We find employing local staff and using very local businesses means people will often go the extra mile because they can see the positive impact it is having on their community. Our strong relationships and networks means we see the real benefits of retaining wealth in the local area."

### Paul Williamson, TimberTight

Advocate voice

'We are a rapidly growing family ran business, that thrives in Kirklees. We show the position and staff resource advantages of operating in Kirklees in our corporate pitches. It really helps us win business. We work in Kirklees and we are passionate about keeping jobs in the district. Where we can we will always use local labour and supply chain if at all possible before reaching out further across the region.'

# PRIORITY 4:

## ADVANCED CONNECTIVITY AND INFRASTRUCTURE

Secure Transpennine rail upgrade, a Huddersfield-Dewsbury-Leeds Inclusive Growth Corridor, 10,000 new homes and excellent digital and green infrastructure

**The Long Term Outcome:** High-speed, reliable internet access and above average uptake; faster rail travel; more journeys by public transport and active travel; housing numbers and affordability.

To deliver an inclusive and productive economy we need to ensure all of Kirklees has the highest standards of connectivity and infrastructure.

This includes not just road investment but public transport, active travel and modal shift to support the quality of our places, health, inclusion and air quality, safe, joined up cycling/walking routes and facilities and digital connectivity. We want to improve the speed and capacity of services on key corridors, especially those connecting Huddersfield and North Kirklees to each other and to Leeds and Manchester, and faster, more frequent services to Sheffield and directly to London.

### Key assets and action to build on:

- Geographic position at the heart of the North, close to the M1 and M62
- Transpennine Rail services to Leeds and Manchester, with expected upgrade, and other schemes progressing through the West Yorkshire Plus Transport Fund
- A new Local Plan that sets out and supports housing and transport priorities, and an ambitious housing growth programme with a wealth of mills and listed buildings with potential for conversion to business and housing use
- A Digital Infrastructure Development Plan to further improve broadband coverage
- Superb green infrastructure and expertise and commitment to integrate it into development, including through a district heating network
- Local Walking and Cycling Infrastructure Plan and Strategic Framework



# ACTION PROGRAMME 7:

## DELIVER THE BENEFITS OF TRANSPENNINE RAIL UPGRADE AND THE HUDDERSFIELD-DEWSBURY-LEEDS INCLUSIVE GROWTH CORRIDOR

We will work to secure Transpennine rail upgrade from Manchester to Leeds via Huddersfield / Dewsbury to radically improve speed, capacity and reliability. This investment will be at the centre of a broader inclusive growth corridor that connects people in disadvantaged areas to jobs and opportunities, linked to a 'Smart Corridor' for Leeds Road.

This will include:

- Maximising local benefit from the Transpennine upgrade and using it in promoting Kirklees to investors
- An Inclusive Growth Corridor centred on Dewsbury/North Kirklees to help unemployed and low skilled people access jobs/training in Leeds and Huddersfield by public transport and active travel
- Securing commitment to mass transit stations in Cleckheaton and Heckmondwike and improved station and services from Mirfield and Ravensthorpe via station remodelling
- Defining and seeking resources for a 'Smart Corridor' network that combines transport improvements in key corridors with quality design, digital connectivity and green infrastructure, with a Leeds Road Smart Corridor from Huddersfield to Cooper Bridge as an exemplar



# ACTION PROGRAMME 8: DELIVER THE BIG BUILD

We will deliver the Kirklees Housing Strategy and ambitious plans for more and better housing - creating construction industry, health, inclusion and wider benefits in the process.

This will include:

- Building 10,000 homes within 5 years in line with the Local Plan, 1,000 of them on Council land, with a focus on quality and distinctiveness and a mix of housing types and tenures that meet local and affordability needs and appeal to the skilled workers we want to attract into Kirklees
- High energy and green infrastructure standards to support health and reduce fuel poverty, digital connectivity that equips more properties for home working or running a microbusiness, and access to work, health and leisure facilities, including by cycle/walk routes and public transport
- Connecting people to construction jobs and procurement that supports local supply chains
- More housing within heritage and town centre buildings alongside business and wider uses

# ACTION PROGRAMME 9: SECURE TOP CLASS DIGITAL INFRASTRUCTURE AND ITS APPLICATION

We will deliver the Kirklees Digital Plan and associated activity to support digital infrastructure and the digital economy more broadly in both our busiest towns and our most rural communities.

This will include:

- Maximising gigabit, Superfast, Ultrafast, Mobile and WiFi access across all geographical areas, including establishing free WiFi in Huddersfield, Dewsbury and Holmfirth
- Removing barriers to digital infrastructure investment and planning for infrastructure growth by determining sites for data centres, masts and aerial infrastructure in advance of demand
- Ensuring digital infrastructure expansion and provision is at the heart of planning applications and transport schemes
- Action to promote the use of digital as part of modern business practice; building digital skills and inclusion; and facilitating digital sector growth (linked to Action Programme 1)

**The Big Win: Transpennine upgrade and an Inclusive Growth Corridor – together offering fast connections to Leeds and Manchester, and improved access to jobs and opportunities for those in disadvantaged areas of North Kirklees and Huddersfield**

### Case study: Huddersfield Heat Network – new investment, new opportunity

Kirklees Council has worked with AECOM with funding and support from the Department of Business, Energy and Industrial Strategy to develop proposals for a leading edge £16 million Huddersfield town centre heat network. Feasibility work has been completed and sets out the vision for developing a viable network that will distribute heat and electricity from energy generation to premises across the town centre. This will provide a genuine economic boost, cutting energy costs by 10-15% and reduce carbon emissions, increase energy security and create high-skilled construction jobs. Detailed project development will now follow and the ambition is to secure funding, build the network and have it up and running in 2023.

#### **Debbie Crellin, Crellin Consulting**

**Advocate voice** “Kirklees is a place to do business and thrive. Locating here has been the best decision for developing an effective and impactful business, thanks to being so well connected to transport links. We are really passionate about our local community and supporting organisations to have growth ambitions and to seek positive social impact.”

# PRIORITY 5: REVITALISED CENTRES

Using a forward looking, place based approach to revitalising and promoting centres across Huddersfield, North and South Kirklees to celebrate our district's diversity

**The Long Term Outcome:** quality environments including commercial space and residential units, improved perceptions leading to investment and greater footfall in town centres.

We want all places across Kirklees to thrive and be proud of their distinctive identities and assets. As Kirklees is the sum of the places within it, we will enable locally tailored approaches to the development of our places.

We want Huddersfield and Dewsbury to be vibrant and successful, meaning we need to face the challenges of a declining retail sector and the need to repurpose assets (including heritage and mill sites) and secure investment. We also want our small towns, villages and rural areas to be hubs for enterprise and magnets for tourism, meaning we need to face the challenges of accessibility and affordable housing, and the range of quality modern sites premises and enterprise hubs to support new and growing businesses.

## Key assets and action to build on:

- In Huddersfield: the University of Huddersfield, the football and rugby teams and John Smith Stadium, distinctive and listed buildings, Transpennine rail, Kirklees College and the Waterfront development, the new leisure centre and Greenhead Park.
- In North Kirklees and Dewsbury: a heritage initiative helping to restore landmark assets, fast rail connections to Leeds and Huddersfield, a new learning quarter, a planned £15m Spen Valley Leisure Centre development; a masterplan in place and delivery of the North Kirklees Growth Zone underway.
- In South Kirklees and rural areas: attractive centres such as Holmfirth and the Holme Valley, Colne Valley and Denby Dale with visitor economy strengths, attractive environments and quality of life that draws in entrepreneurs, skilled workers and visitors.



# ACTION PROGRAMME 10: HUDDERSFIELD

Huddersfield is one of the largest towns in England and has many of the features and assets of a city. We will look to deliver a sustainable, healthy and high quality centre with a widened and higher quality commercial, residential, cultural, leisure and retail offer, backed by strategic development and marketing.

This will include:

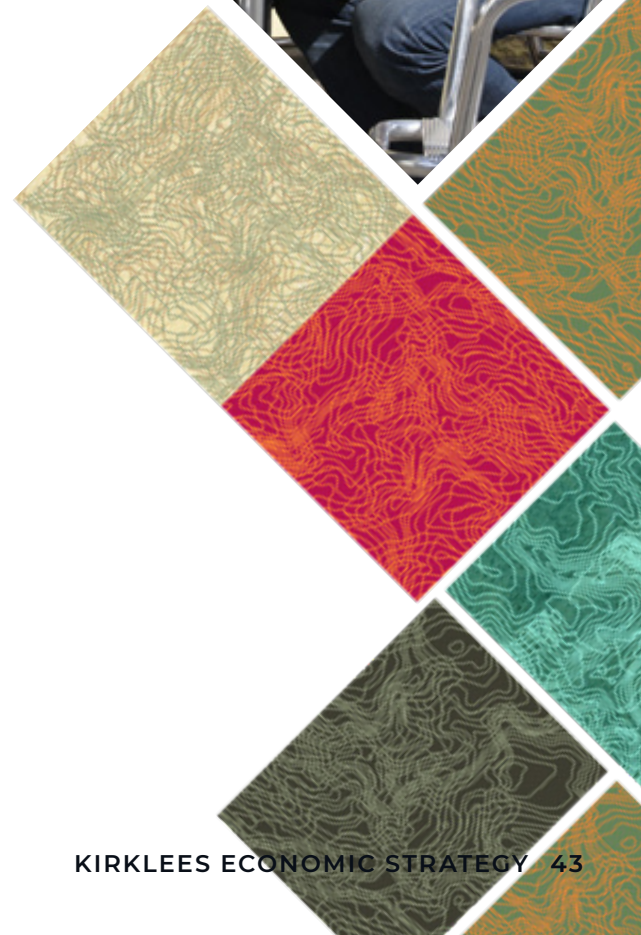
- Place branding that promotes Huddersfield and connects with a wider Kirklees story of place
- Delivering The HD One development and mutual benefits between it and the town centre
- Masterplan development and delivery including:
  - Major investment and transformations at key sites and areas
  - More business space including high quality offices and creative spaces
  - More town centre living including apartments (not only student accommodation)
  - Widened cultural offer including a mid-sized music venue, upgraded museum and art gallery and expanded event programme
  - High quality public realm and green infrastructure network
  - Investment by City Fibre planned to offer Gigabit speeds to premises across the town centre

# ACTION PROGRAMME 11: NORTH KIRKLEES GROWTH ZONE AND DEWSBURY TOWN CENTRE

North Kirklees faces economic challenges but also presents significant opportunities for a bold new business, education and housing offer, with Dewsbury revitalised as a thriving market town. These are being seized by private and public sector partners working together across the North Kirklees Growth Zone.

This will include:

- Delivery of the North Kirklees Growth Zone
- Delivery of the Dewsbury Town Centre Strategic Development Framework and its three aims of:
  - Increasing activity through new residential, commercial and educational opportunities
  - Making the town centre more attractive, safe and welcoming and making the most of the town's heritage and public realm
  - Improving accessibility and access in and around the town centre via sustainable modes



# ACTION PROGRAMME 12: SOUTH KIRKLEES AND RURAL AREAS

We will facilitate action that allows small towns, villages and rural areas to fulfil their potential, to promote themselves positively and to maximise connections between their success and that of Huddersfield and North Kirklees.

This will include:

- Using the Place Standard approach to engage with businesses and communities in individual places within South Kirklees to identify issues, opportunities and ways forward
- Improving digital connectivity (see also Priority 3) and exploiting opportunities in the sector
- Ensuring that there are small scale business premises and enterprise hubs to enable small businesses to start up and grow – with focus on use of vacant/underused buildings including mills
- Ensuring that green infrastructure and natural flood management contribute to Kirklees' goals on health and recreation, the environment, quality of place and flood prevention
- Promoting places individually and collectively through place branding work for South Kirklees

**The Big Win: Revitalising Huddersfield and Dewsbury, by improved profile and town centre masterplans, leading to new investment and development progressing at key sites**





Pioneer House

David Broadhead

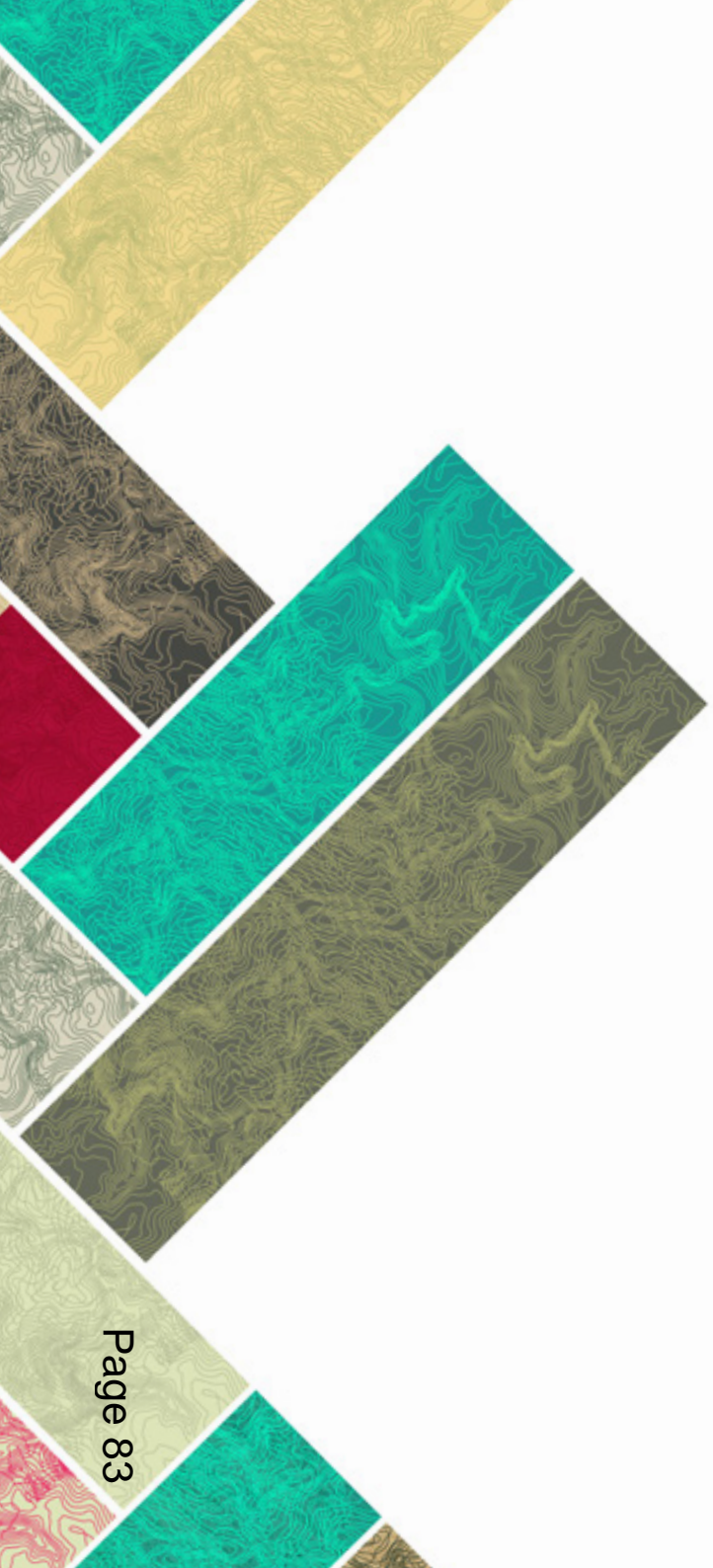
## Case study: Pioneer House

Kirklees Council and Kirklees College are investing over £20 Million to improve the quality of further education facilities in North Kirklees. The first phase, the brand new Springfield Centre, opened in September 2018 and the second phase, the conversion of the Grade 2 listed former Dewsbury Pioneers building into a new learning centre is due to open in September 2020. The Council, using its own resources and grant support from the Townscape Heritage Initiative, has carried out landlord works on the Pioneer building. Following fit out by the College, a state of the art facility for over 1,000 students will be created in the heart of Dewsbury Town Centre.

### Advocate voice

**David Broadhead, Partners in Management**  
*"Having travelled and worked extensively both nationally and internationally, I have yet to find anywhere offering my business lower operating costs, access to a huge number of diverse businesses within reasonable travelling distance, a healthy work/life balance environment and really friendly and supportive people."*







## CONTACT OUR TEAM

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**Name of meeting:** Council (Reference from Corporate Governance and Audit Committee)

**Date:** Wednesday 20 March 2019

**Title of report:** Report of the Members Allowances Independent Review Panel (MAIRP) 2019/20

**Purpose of report**

To recommend Council to approve the Members Allowances Scheme for 2019/20, that takes account of recommendations proposed by the Members Allowances Independent Review Panel regarding certain allowances.

<b>Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?</b>	Not applicable
<b>Key Decision - Is it in the <a href="#">Council's Forward Plan (key decisions and private reports?)</a></b>	No
<b>The Decision - Is it eligible for call in by Scrutiny?</b>	No
<b>Date signed off by <a href="#">Strategic Director</a> &amp; name</b>	Rachel Spencer Henshall – Yes – 20 February 2019
<b>Is it also signed off by the Service Director (Finance)?</b>	Yes – 19 February 2019
<b>Is it also signed off by the Service Director for Legal Governance and Commissioning?</b>	Yes – 19 February 2019
<b>Cabinet member <a href="#">portfolio</a></b>	Cabinet Member responsible for the Corporate Portfolio, namely Councillor Graham Turner

**Electoral wards affected:** All

**Ward councillors consulted:** Not applicable

**Public or private:** Public

**Have you considered GDPR?** Yes. There is no personal data within the report.

## 1. Summary

This report sets out the recommendations of Corporate Governance and Audit Committee following their consideration of the report of the Members' Allowances Independent Review Panel. If agreed by Council, this will determine the scheme and allowances payable to Councillors for 2019/20. This will be effective from 1 April 2019.

## 2. Information required to take a decision

The Corporate Governance and Audit Committee, at its meeting on 8 March 2019, considered the attached report of the Members' Allowances Independent Review Panel which has put forward recommendations in respect of the Members' Allowances Scheme as set out below:

A meeting of the MAIRP has taken place to consider the Members' Allowances Scheme and make recommendations to the Council on certain allowances within the Scheme. The report of the Panel is attached at Appendix A and puts forward recommendations that:

- (i) The current basic allowance be increased in line with the amount awarded to Kirklees Council officers (2%) with effect from 1 April 2019.
- (ii) The increase of all special responsibility allowances (SRAs) in line with the amount awarded to Kirklees Council (2%) officers with effect from 1 April 2019.
  - (a) That the SRA for the Chair of Standards be paid at Band E with effect from 1 April 2019, subject to review in 12 months;
  - (b) That the SRA Group Business Managers of small groups (3-6 members) be paid at Band E with effect from 1 April 2019;

The draft Members Allowances Scheme for 2019/20 which takes account of the recommendations of the Panel, is attached at Appendix B.

Should the above mentioned recommendations be agreed and implemented the additional cost to the overall scheme will be £28.5k. This can be contained within budgeted resources for 2019/20.

## 3. Implications for the Council

- 3.1 **Working with People**  
Not applicable
- 3.2 **Working with Partners**  
Not applicable
- 3.3 **Place Based Working**  
Not applicable

**3.4 Improving outcomes for children**

Not applicable

**3.5 Other (eg Legal/Financial or Human Resources)**

None in addition to those detailed above

**4. Consultees and their opinions**

None applicable to this report as there have been no changes as a result of consideration by Corporate Governance and Audit Committee.

**5. Next steps and timelines**

Following approval by Council the revised scheme will be implemented with effect from 1 April 2019.

**6. Officer recommendations and reasons**

That Council consider and thereafter approve the recommendations of both the Corporate Governance and Audit Committee and the Members' Allowances Independent Review Panel with a view to determining the Members' Allowances Scheme for 2019/20, with effect from 1 April 2019.

**7. Cabinet portfolio holder's recommendations**

Not applicable to this report.

**8. Contact officer**

Carl Whistlecraft  
Head of Democracy  
[Carl.whistlecraft@kirklees.gov.uk](mailto:Carl.whistlecraft@kirklees.gov.uk)  
Tel: 01484 221000

**9. Background Papers and History of Decisions**

Report of Members Allowances Independent Review Panel, November 2018  
Recommendation of Corporate Governance and Audit Committee on 8 March 2019

**10. Service Director responsible**

Julie Muscroft, Service Director – Legal, Governance and Commissioning

Report of The

**Kirklees Council  
Members' Allowances  
Independent Review  
Panel**

30 November 2018

Carl Whistlecraft  
Head of Democracy  
Civic Centre 3,  
Huddersfield, HD1 2TG  
01484 221000



## **1 Panel Membership**

The Members of the Independent Review Panel are as follows:

Andrew Taylor (Chair)  
Ian Brown  
Chris West  
Lynn Knowles  
Stephen Thornton  
Fiona Weston

The meeting of the Independent Review Panel took place on 30 November 2018.

The following officers attended the Panel meeting:

Carl Whistlecraft, Head of Democracy  
Deborah Nicholson, Interim Councillor Support & Development Manager

## **2 Terms of Reference**

The Panel's Terms of Reference are:

- (a) To advise the Council on what would be the appropriate level of remuneration for Councillors having regard to the:
  - Roles Councillors are expected to fulfil
  - Varying roles of different Councillors
  - Practice elsewhere and other Local Authorities.
- (b) To consider schemes of Members Allowances for Town and Parish Councils as and when required.
- (c) To make recommendations and provide advice to the Council on any other issues referred to the Panel by regulation or by the Council.
- (d) The Council retains its power to remove a discredited Panel Member.
- (e) The Panel can appoint its Chair from amongst its Members.

## **3 Constitutional Issues**

### **(a) Term of Office**

It was agreed that the current Panel membership be retained and that all relevant terms of office be renewed until December 2019.

### **(b) Election of Chair of Independent Review Panel**

Andrew Taylor was re-elected Chair of the Independent Review Panel.

#### **4 The Kirklees Democracy Commission - Update**

The Head of Democracy provided an update to the Panel on the work and recommendations of the Kirklees Democracy Commission which have particular implications for the Panel's future deliberations.

The Panel noted that a specific piece of work was now underway to revisit the current role profile for a Kirklees Councillor. This has been commissioned by the Democracy Commission Cross Party Working Group and is being led by Councillor Cathy Scott and Councillor John Taylor.

Such work will involve engagement with staff, Councillors and citizens, the outcomes of which will form the basis of a new profile which will thereafter be considered by the Panel in the context of its wider work.

#### **5 Councillor Annual Reports**

Councillor Nigel Patrick, Group Business Manager for the Conservative Group, attended the Panel on behalf of his group to discuss the current arrangements governing the production of annual reports by Councillors.

Councillor Patrick questioned the purpose and value of producing annual reports in terms of format, content, the freedom for Councillors to express their views openly and the extent to which they were viewed as important by the public.

In noting the points made by Councillor Patrick on behalf of his wider group, the Panel made reference to the following;

- The importance of Councillors proactively seeking to demonstrate to the residents they represent their work and the impact they are having. This is in line with the Panel's previous recommendations and is also a feature of the Democracy Commission findings;
- It is ultimately a matter for the Council and the Democracy Commission Cross Party Working Group to decide whether or not Councillors should produce annual reports. The Panel is therefore of the view that current arrangements should continue until such a time as other alternatives have been explored. The Panel is keen to see the outcome of such work in the context of the wider allowances scheme;
- The need for reiterating to all Councillors that the way in which they produce their annual report is not governed by a fixed template. There is evidence Councillors have developed different styles / formats and this should be encouraged and supported;
- Arrangements have been put in place to allow Councillors to express their views openly but this means that reports are hosted on third party sites. The consequence of this is that in some instances such reports cannot be hosted on the Council's website;
- The Independent Panel thanked Councillor Patrick for his attendance.

#### **6 Members Allowances Scheme 2019-20**

The Panel considered changes to the Members allowance scheme for 2019/20.

In particular the Panel considered the following:

- (a) The Basic Allowance;

- (b) Special Responsibility Allowances (SRAs);
- (c) The SRA for the Chair of Standards;
- (d) The SRA for the Group Business Manager of small groups;

The Panel considered evidence from Julie Muscroft, Service Director for Legal, Governance and Commissioning, in respect of the Chair of Standards role in the context of the wider allowances scheme. The Panel noted the following:

- The changing national and local context with regards to standards;
- The consequential implications for the role of the Chair of Standards in terms of responsibility and volume of work;
- Comparative roles in other Councils in terms of their place in the allowances scheme.

In considering the evidence the Panel acknowledged the growth in both volume and responsibility and recommended that the current role profile should be revised to reflect this, with a particular focus on the enhanced knowledge and skills that are now required. The Panel therefore recommends that the Chair of Standards is paid at Band E, subject to review in 12 months' time.

The Panel considered evidence from Councillor Andrew Cooper, Leader of the Green Group, in respect of the role of Group Business Manager of small groups. The Panel noted the following points made by Councillor Cooper:

- The comparison between the Group Business Manager of small groups and large groups in terms of responsibility and volume of work;
- The extent to which the current thresholds in terms of group numbers were reflective of such responsibilities and volumes;

In considering the evidence the Panel acknowledged that the current scheme did not reflect the role played by the Group Business Manager of small groups in the context of allowances paid. The Panel therefore recommends that Group Business Managers of small groups (3-6 members) should be paid at Band E. The Panel reiterated that where a group has two members there is an expectation that the Leader carries out the Group Business Manager role.

**The Panel recommends:**

- (j) The current basic allowance be increased in line with the amount awarded to Kirklees Council officers (2%) with effect from 1 April 2019.
- (ii) The increase of all special responsibility allowances (SRAs) in line with the amount awarded to Kirklees Council officers (2%) with effect from 1 April 2019.
  - (c) That the SRA for the Chair of Standards be paid at Band E with effect from 1 April 2019, subject to review in 12 months;
  - (d) That the SRA Group Business Managers of small groups (3-6 members) be paid at Band E with effect from 1 April 2019;

Report produced on behalf of the Members Allowances Independent Review Panel by Carl Whistlecraft, Head of Democracy, November 2018

## Kirklees Council Members' Allowances Scheme 2019-2020

This Members' Allowances Scheme is made under the Local Authorities (Members' Allowances) (England) Regulations 2003, and the Local Government Pension Scheme and Discretionary Compensation (Local Authority Members in England) Regulations 2003. In making this scheme the Council had regard to the recommendations of its Members' Allowances Independent Review Panel, which met on 30 November 2018.

1. The Members' Allowances Scheme will apply from 1 April 2019 to 31 March 2020.

### 2. Basic allowances for ward duties

2.1 The amount allocated per annum to each elected councillor for ward duties is £13,627.

2.2 The role of councillor is dynamic and the expectations and responsibilities associated with the role are constantly changing. This is an ongoing consideration in determining the basic allowance which recognises the level of responsibility, time devoted and expenses incurred in dealing with their constituents, political group and cross party discussions on a ward basis.

No additional payment will therefore be made for travel and subsistence costs for duties within the Kirklees district.

2.3 Basic allowances will be paid calendar monthly in arrears to each elected councillor in equal monthly instalments.

2.4 Where the term of office of a councillor begins or ends otherwise than on the 1 April 2019 or 31 March 2020 his/her entitlement to the allowance will be pro-rata.

### 3. Special responsibility allowances

3.1 The amounts allocated per annum to councillors of specific duties, which are additional to the basic allowance are:-

	<b>£ per year</b>
Leader	25,658
Deputy leader	19,243
<b>Band A</b>	
Cabinet member	12,519
<b>Band A1</b>	
Chair of Overview and Scrutiny	11,267
Group Leader (30+ councillors)	11,267
<b>Band B</b>	
Group Leader (7-29 councillors)	10,016

Business Manager (30+ councillors)	10,016
<b>Band B1</b>	8,763
<b>Band C</b>	
Business Manager (20-29 councillors)	7,512
<b>Band C1</b>	
Chairs of Planning Committees	6,260
Lead Members of Scrutiny Panels	6,260
<b>Band C2</b>	
Police and Crime Panel Members	6,120
<b>Band D</b>	
Business Manager (7-19 councillors)	5,009
Chair of Licensing and Safety Committee	5,009
<b>Band D1</b>	
Group Leader (2-6 councillors)	3,757
Deputy Group Leader (12+ councillors)	3,757
Chair of Appeals panel	3,757
<b>Band E</b>	
Chair of Corporate Governance and Audit committee	2,503
Chair of Standards Committee	2,503
Business Manager (3-6 councillors)	2,503
<b>Band E1</b>	
Adoption Panel member	1,251
<b>Day Rate</b>	
Fostering Panel member	116

Chairs of Overview and Scrutiny Ad-Hoc Panels will receive £39.14 day split into half day sessions (2 x 4 hours) to commence at the start of formal meetings to their conclusion. The Overview and Scrutiny Management Committee will place a time allocation on the work of the ad-hoc panel.

- 3.2 The special responsibility allowance recognises the additional time and expenses incurred by those councillors effectively performing additional special responsibilities.
  - 3.3 Special responsibility allowances will be paid calendar monthly in arrears to the appropriate councillor in equal monthly instalments.
  - 3.4 Where the term of office entitling a councillor to a special responsibility allowance begins or ends otherwise than on the 1 April 2019 or 31 March 2020 his/her entitlement to the allowance will be pro-rata.
  - 3.5 No councillor shall receive more than one special responsibility allowance.
- 4. Renunciation of allowances**
- 4.1 A councillor may, by giving notice in writing to the Service Director – Legal, Governance and Commissioning, elect to forego any part of his/her entitlement to an allowance payable under this scheme.

## **5. Travel and subsistence outside the district**

5.1 Travel and subsistence allowances for approved duties outside the district can be paid only:

- \* approved duty are those as described in paragraph 8 of the Local Authorities (Members' Allowances) (England) Regulations 2003.
- \* any other duty approved by the body, or any duty of a class so approved, for the purpose of, or in connection with, the discharge of the functions of the body, or of any of its committees or sub-committees
- \* for approved duties previously authorised by the appropriate body (Cabinet or Overview and Scrutiny Management Committee) and Service Director – Legal, Governance and Commissioning. The approval must precede the performance of the duty and not be given retrospectively.

Claims for expenses must be made and received by the Service Director – Legal, Governance and Commissioning within two months of the expense being incurred.

5.2 Attendance at conferences: The Head of Democracy has delegated powers to determine councillor attendance at conferences etc.

5.3 Attendance at training and development events: The council will reimburse a councillor for travel and subsistence costs, at the approved rates, for training and development events. The appropriate Business Manager will approve councillor attendance.

5.4 The council will book accommodation on behalf of councillors to a maximum of the rates given in Appendix 1, subject to availability. Councillors requiring overnight accommodation may claim daytime meal allowance(s) in the usual way.

5.5 The authority will pay car mileage at HMRC rates and daytime subsistence allowances at the same rates determined for officers by the National Joint Council for Local Government Officers. The allowance rates are given at Appendix 1.

5.6 The rate of travel by public transport shall not exceed the amount of an ordinary fare or any available cheap fare and wherever possible should be arranged through Councillor Support to maximise available discounts and concessions.

Tickets or receipts must always accompany travel and subsistence claims for over £8.

5.7 Councillors' use of private motor vehicles should demonstrate either a substantial saving of the councillors' time, or being in the best interests of the council.

5.8 The rate of travel by taxicab will not normally exceed the fare for travel by appropriate public transport. In cases of urgency or where no public transport is reasonably available, the council will reimburse the amount of the actual fare and any reasonable gratuity. Taxi receipts more than £8 must support the claim.

5.9 Travel by any other hired vehicle is limited to the rate applicable had the vehicle belonged to the member who hired it unless prior approval to the actual cost of hiring.

- 5.10 The rate for travel by air should not exceed the rate applicable to travel by any appropriate alternative means of transport together with the equivalent saving in subsistence allowance.

Where the saving in time is so substantial as to justify payment of the fare for air travel the amount paid will not exceed:-

- (i) the ordinary fare or any cheap fare, or
- (ii) where no such service is available or in case of urgency the fare actually paid by the councillor.

## **6. Pensions**

With effect from 1 April 2014, any Councillor who is not an active member of the Councillors pension scheme will no longer have access to the pension scheme. Councillors who are currently contributing to the pension scheme will only be allowed to remain in it, until the end of their current term in office. Councillors elected after April 2014 will not be entitled to access the pension scheme.

## **7. Maternity/Adoption/Paternity**

### Maternity and Adoption

Councillors are entitled to:

#### Leave

- 52 weeks leave.

#### Pay

- 6 weeks at 90% of the Basic Allowance and any Special Responsibility Allowance payable.
- 33 weeks at half pay plus the equivalent weekly amount paid to staff in receipt of Statutory Maternity/Adoption Pay.

A replacement to cover the period of absence shall be appointed, by Council, Committee or the Leader (dependent of the role being vacated) and the replacement will be paid the appropriate Special Responsibility Allowance subject to any applicable abatement.

### Paternity

- Councillors can take up to two weeks' Paternity Leave.

If an election is held during the Councillor's Maternity, Adoption or Paternity leave and they are not re-elected, or decide not to stand for re-election, their Basic Allowance and SRA (if appropriate) will cease from the Monday after the election date when they would technically leave office and payments under this agreement would cease at that point. If they otherwise stand down from the post or otherwise lose the position, their Basic Allowance and SRA (if appropriate) will cease from the date which would be the position if the member stepped down or otherwise lost their position.

## **8. Dependants' carers' allowance**

Councillors who need to engage carers to look after dependants whilst undertaking duties specified in regulation 7 of the Local Authorities (Members Allowances) (England) Regulations 2003 may receive a carers' allowance. The criteria are given at Appendix 2.

## **9. Support for a councillor with a disability**

Even though local councillors are not explicitly covered by the Disability Discrimination Act Part II (employment provisions), it is an expectation on councils that they will make every reasonable effort to meet the individual needs of disabled councillors. The council will provide support for disabled councillors, where appropriate, by actively discussing an individual's needs and putting in place the necessary support mechanisms wherever practicable.

## **10. Information technology**

Each councillor is offered a PC or laptop to be used in their homes through a broadband link and/or a smart device to assist them in the discharge of their functions as a councillor. Use of a smart device abroad is restricted to Council business only and councillors are encouraged to connect to wifi wherever possible.

## **11. Publicity**

- 11.1 The regulations place certain duties on local authorities in connection with publicising the recommendations made by their independent remuneration panel, their scheme of allowances and the actual allowances paid to councillors in any given year:

The regulations require, as soon as reasonably practicable after the end of a year to which the scheme relates, that local authorities must make arrangements for the publication in their area of the total sum paid by it to each recipient, in respect of each of the following:

- Basic allowance
- Special responsibility allowance
- Dependants' carers' allowance
- Travelling and subsistence allowance

## **12. Sickness and holiday**

The scheme recognises the right of councillors to holiday and entitlement to sickness absence.

An entitlement is made for 28 days of holiday. During periods of sickness a councillor is not expected to make up any hours lost as a result of that illness.

## **13. Suspension of Allowance**

Where a Member, since election has been convicted of any offence and has had passed on them a sentence of imprisonment (whether suspended or not) for a period of not less than three months without the option of a fine, the Council shall suspend any part of any allowance payable from the date of sentence. Such suspension shall remain in force until such time as section 80 of the Local Government Act 1972



(disqualification for election and holding office as member of a local authority) takes effect.

#### **14. Education appeals panel members**

Members of Education Appeals Panels (who are not elected councillors of Kirklees Council), will receive an allowance of £116 for a full day meeting and £66 for meetings less than four hours. Periods of adjournment will not be included in the allowance payment.

Travel and subsistence rates from 1 April 2019 (for approved duties performed outside Kirklees only)

1. **Motor mileage rates**

**Car**

First 10,000 business miles in the tax year: 45p per mile  
 Each business mile over 10,000 in the tax year: 25p per mile

**Bicycle or other non-motorised forms of transport:** 20p per mile

**Motor cycle (for journeys less than 10,000 miles per year):** 24p per mile

**Passenger supplements:** The supplement remains unchanged; an increase in the above rates by 5p per person per mile not exceeding four passengers.

(Subject to change by HMRC)

Members of the council shall be entitled to an official parking permit for use when undertaking official council duties and otherwise used in accordance with the rules relating to their use, and specifically to take account of the contribution to parking permits in line with any residents charge as agreed by Council on 19 February 2014.

2. **Day subsistence**

**Breakfast allowance** £6.06  
 (more than 3 hours away from normal place of residence before 11.00 a.m.)

**Lunch allowance** £8.37  
 (more than 3 hours away from normal place of residence to include the period 12.00 noon - 2.00 p.m.)

**Tea allowance** £3.29  
 (more than 3 hours away from normal place of residence to include the period 3.00 p.m. - 6.00 p.m.)

**Evening meal allowance** £10.35  
 (more than 3 hours away from normal place of residence ending after 7.00 p.m.)

3. **Overnight accommodation costs up to:**

London/LGA annual conference £105.00  
 Outside London £90.00  
 (maximum room/bed-breakfast rates per person per night, but subject to availability)

4. **Meals on trains**

Where **main meals (i.e. breakfast, lunch or dinner) are taken on trains** during a period for which there is an entitlement for a day subsistence allowance, the reasonable cost of meals (including VAT) may be reimbursed in full. This reimbursement would replace the entitlement to the day subsistence allowance for the appropriate meal period. Councillors are asked to submit receipts for meals when claiming.

Kirklees Council

COUNCILLORS' ALLOWANCES

Criteria for dependants' carers' allowance

1. Councillors who care for children or dependants can claim a carer's allowance paid at the rate of the national minimum wage for age 21 and above (currently £7.70 per hour), subject to paragraph 3 below.
2. Payment is claimable in respect of children aged 14 years or under. In respect of dependant relatives, payment is claimable subject to written medical or social work evidence.
3. The Corporate Governance and Audit Committee will determine any application by a councillor on the grounds of special circumstances for payment of dependants' carers' allowance at a higher rate than that of the national minimum wage for age 21 and above.
4. The carer must not be a member of the same household.
5. Councillors should submit their claims, using a claim form and supported by receipts and, if applicable, declare any other care payment received from another agency, to the Councillors' Allowances section each calendar month in arrears.
6. Councillors can only claim for the carers' allowance in respect of expenses of arranging for care of their children or dependants necessarily incurred for attendance at meetings and performance of duties specified in the regulations, and any other duties approved by the Council including training sessions held within the induction period following an election. **Approved duties do not include meetings with officers and constituents and attendance at political group meetings.**
7. Any allegations of abuse of the scheme will be investigated through the Council's Standards process.
8. The dependants' carers' allowance is subject to annual review.

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**Name of meeting:** Personnel Committee  
Council

**Date:** 14<sup>th</sup> March 2019 / 20<sup>th</sup> March 2019

**Title of report:** Pay Policy Statement 2019-20

**Purpose of report**

To comply with the requirements of Sections 38 – 43 of the Localism Act 2011, that the authority produces a policy statement that covers a number of matters concerning the pay of the authority’s principal Chief Officers.

<b>Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?</b>	<b>Not Applicable</b>
<b>Key Decision - Is it in the <a href="#">Council’s Forward Plan (key decisions and private reports?)</a></b>	<b>No – Not Applicable</b>
<b>The Decision - Is it eligible for call in by Scrutiny?</b>	<b>No</b>
<b>Date signed off by <a href="#">Strategic Director</a> &amp; name</b>	Rachel Spencer-Henshall 05/03/2019
<b>Is it also signed off by the Service Director (Finance)?</b>	Eamonn Croston 26/2/2019
<b>Is it also signed off by the Service Director for Legal Governance and Commissioning?</b>	Julie Muscroft 26/2/2019
<b>Cabinet member <a href="#">portfolio</a></b>	<b>Corporate – Graham Turner</b>

**Electoral wards affected:** All

**Ward councillors consulted:** All

**Public or private:** Public

**GDPR:** This report contains no information that falls within the scope of the General Data Protection Regulation.

## 1. Summary

- 1.1 Sections 38 – 43 of the Localism Act 2011 requires that the authority produce a policy statement that covers a number of matters concerning the pay of the authority's staff, principally Chief Officers. The attached policy statement appendices meets the requirements of the Localism Act.
- 1.2 Section 39 (1) of the Localism Act 2011 specifically include the requirement that a relevant authority's pay policy statement must be approved by a resolution of the authority before it comes into force, and as per Section 39 (3) of the Act, that each subsequent annual statement must be prepared and approved before the end of the 31 March immediately preceding the financial year to which it relates.

## 2. Information required to take a decision

- 2.1 The report is submitted to ensure that the Council complies with the requirements of Sections 38 – 43 of the Localism Act 2011. This requires the Council to produce an annual pay policy statement that covers a number of matters concerning the pay of the authority's principal Chief Officers. It also requires a Council resolution to approve the annual statement before the end of the 31 March immediately preceding the financial year to which it relates.
- 2.2 This policy also has some connection with the data on pay and rewards for staff which the Authority publishes under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2015). This policy statement does not cover or include school staff and is not required to do so.
- 2.3 The proposed 2019/20 Pay Policy Statement is attached in more detail for Council approval as follows:

### Appendices

- Ai) Kirklees Pay Policy Statement 2019-20
- Aii) Remuneration of Chief Officers
- Aiii) Kirklees Council Single Status Grades (1<sup>st</sup> April 2019)
- Aiv) Range of Policies

## 3. Implications for the Council

- 3.1 Working with people  
N/A
- 3.2 Working with partners  
N/A
- 3.3 Place based working  
N/A
- 3.4 Improving outcomes for children  
N/A

- 3.5 There is sufficient revenue budgetary provision within the approved budget plans for 2019-20 to implement the attached 2019-20 pay policy statement.
4. **Consultees and their opinions**  
Executive Team – 26<sup>th</sup> February 2019
5. **Next steps and timelines**  
Publish the Pay Policy Statement on the Council's Internet site, to meet the requirements of the Localism Act.
6. **Officer recommendations and reasons**  
Request that Personnel Committee note and Council approve the annual Pay Policy Statement attached to this report in accordance with the 2011 Localism Act.
7. **Cabinet portfolio holder's recommendations**  
That Personnel Committee note and Council approve the annual Pay Policy Statement for 2019-20
8. **Contact officer**  
Deborah Lucas – Head of People Services  
Margaret Lunn – Human Resources Partner, People Services
9. **Background Papers and History of Decisions**  
  
2018-19 Pay Policy Statement approved and published on the Council Website.  
Government Pay policy statement guidance: [Openness and accountability in local pay: supplementary guidance - GOV.UK](#)
10. **Service Director responsible**  
  
Rachel Spencer-Henshall – Strategic Director Corporate Strategy, Commissioning and Public Health

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## **Kirklees Council – Pay Policy Statement for the period 1 April 2019 to 31 March 2020**

### **Introduction**

Sections 38 – 43 of the Localism Act 2011 requires that the authority produce a policy statement that covers a number of matters concerning the pay of the authority's staff, principally Chief Officers. This policy statement meets the requirements of the Localism Act in this regard and also meets the requirements of guidance issued by the Secretary of State for Communities and Local Government to which the authority is required to have regard under Section 40 of the Act. This policy also has some connection with the data on pay and rewards for staff which the Authority publishes under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2015). This policy statement does not cover or include school staff and is not required to do so.

### **Definition of officers covered by the Policy Statement**

This policy statement covers the following posts:

- a) Head of the Paid Service, which in this authority is the post of
  - Chief Executive
  
- b) Monitoring Officer, which in this authority is the post of
  - Service Director Governance & Commissioning
  
- c) Statutory Chief Officers, which in this authority are the posts of
  - Strategic Director Children and Families
  - Strategic Director Adults & Health
  - Strategic Director Corporate Strategy, Commissioning & Public Health
  - Service Director – Finance – Section 151 Officer
  
- d) Non-statutory Chief Officers, which in this authority is the post of
  - Strategic Director Economy, & Infrastructure
  
- e) Deputy Chief Officers, (those who report directly to a Statutory or Non-Statutory Chief Officer) which in this authority are the posts of:
  - Service Director – Child Protection & Family Support
  - Service Director – Learning & Early Support
  - Service Director – Commissioning, Quality & Performance
  - Service Director – Integration, Access & Community Plus
  - Service Director – Adults Social Care Operation
  - Service Director – Economy & Skills
  - Service Director – Growth & Housing
  - Service Director – Commercial, Regulatory & Operational Services
  - Service Director – Policy, Intelligence & Public Health
  - Head of People Services
  - Head of Policy, Partnerships & Transformation

- Head of Strategic Communications
- Head of IT
- Council Business Manager
- Electoral Services Manager
- Assistant to the Chief Executive
- Head of Finance & Accountancy
- Head of Commercial Services
- Head of Revenues & Benefits

### **Policy on remunerating Chief Officers**

The authority's policy on remunerating Chief Officers is set out on the schedule that is attached to this policy statement at Appendix Aii). It is the policy of this authority to establish a remuneration package for each Chief Officer post that is sufficient to attract and retain staff of the appropriate skills, knowledge, experience, abilities and qualities that is consistent with the authority's requirements of the post in question at the relevant time.

Following the implementation of Single Status, all Chief Officers are paid in accordance with the Council's pay spine including national pay awards.

### **Policy on remunerating the lowest paid in the workforce**

The authority applies terms and conditions of employment that have been negotiated and agreed through appropriate collective bargaining mechanisms (national or local) or as a consequence of authority decisions, these are then incorporated into contracts of employment. This authority has revised the pay spine with effect from 1 April 2019 to recognise the implementation of the national minimum wage. The new lowest pay point in this Authority, will be Grade 1, Spinal Column Point (SCP) 1; £9.00 hourly rate.

The authority has reviewed and implemented apprenticeship rates of pay from the 1<sup>st</sup> April 2019. The rates of pay are Year 1 £7.70 hourly rate and Year 2 onwards £8.21 hourly rate. The rates are paid to all apprentices and are no longer related to the age of the apprentice.

The pay rate is increased in accordance with any pay settlements which are reached through the National Joint Council for Local Government Services and the apprenticeship rates are increased in accordance with the national minimum wage and national living wage requirements (the pay spine shown at Appendix Aiii) is inclusive of the most recent pay award offer).

### **Policy on the relationship between Chief Officer Remuneration and that of other staff**

The highest paid (actual) salary in this authority is £156,865 which is paid to Jacqui Gedman. The median (full time equivalent) salary\* in this authority (not including Schools or other external organisations) is £21,166 Top of Grade 6 SCP11.

### **\*Median**

*The median is the value falling in the middle when the data items are arranged in an array of either ascending or descending order. If there is an odd number of items, the median is the value of the middle item. If there is an even number of items, the median is obtained by taking the mid points of the two middle points (add middle points together and divide by 2).*

*Excluded: Kirklees active Leisure, Kirklees neighbourhood Housing, Maintained Schools, Academies, Claiming Teachers, Temp Direct, Teachers pensions, casual and Paymaster Only Contracts, any record where the actual salary is zero.*

The ratio between the two salaries, the 'pay multiple', is 7.41:1.

This authority does not have a policy on maintaining or reaching a specific 'pay multiple', however the authority is conscious of the need to ensure that the salary of the highest paid employee is not excessive and is consistent with the needs of the authority as expressed in this policy statement and its wider pay policy and approach.

The authority's approach to the payment of other staff is to pay that which the authority needs to pay to recruit and retain staff with the skills, knowledge, experience, abilities and qualities needed for the post in question at the relevant time, and to ensure that the authority meets any contractual requirements for staff including the application of any local or national collective agreements, or authority decisions regarding pay.

### **Policy on other aspects of Chief Officer Remuneration**

Other aspects of Chief Officer remuneration are appropriate to be covered by this policy statement, these other aspects are defined as recruitment, pay increases, additions to pay, performance related pay, earn back, bonuses, termination payments, transparency and re-employment when in receipt of an Local Government Pension Scheme (LGPS) pension or a redundancy/severance payment. These matters are addressed in the schedule that is attached to this policy statement at Appendix Aiv).

### **Approval of Salary Packages in excess of £100k**

The authority will ensure that, at the latest before an offer of appointment is made, any salary package for any new post that is not currently included within Appendix Aii) (not including schools and any initial transfer to the Council under TUPE), that is in excess of £100k will be considered by full Council. The salary package will be defined as base salary, any bonuses, fees, routinely payable allowances and benefits in kind that are due under the contract.

### **Flexibility to address recruitment issues for vacant posts**

In the vast majority of circumstances the provisions of this policy will enable the authority to ensure that it can recruit effectively to any vacant post. There may be exceptional circumstances when there are recruitment difficulties for a particular post

and where there is evidence that an element or elements of the remuneration package are not sufficient to secure an effective appointment. This policy statement recognises that this situation may arise in exceptional circumstances and therefore a departure from this policy can be implemented without having to seek full Council approval for a change of the policy statement. Such a departure from this policy will be expressly justified in each case and will be approved through an appropriate authority decision making route.

### **Policy for future years**

This policy statement will be reviewed each year and will be presented to full Council each year for consideration in order to ensure that a policy is in place for the authority prior to the start of each financial year.

**RENUMERATION OF CHIEF OFFICERS**

**APPENDIX Aii)**

Job Category	Employment Conditions either Chief Execs, Chief Officer or Local Government Scheme (LGS)	Post Title	Salary Band* **	Expenses	Performance Related Pay (PRP) Arrangements	Earn Back Arrangements	Bonus	Non Cash Benefits	Election Fees	Any Joint Authority Payments
A Head of Paid Service	LGS	Chief Executive	£150,000 - £179,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	Contract includes duties of returning officer for District, Parliamentary & European elections. The LA receives the income from National Government for the Parliamentary and European elections. For Referenda separate fees are paid to the officer.	No
B Monitoring Officer	LGS	Service Director Governance & Commissioning (Monitoring Officer)	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
C Statutory Chief Officers	LGS	Strategic Director Children & Families	£115,000 - £134,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
C Statutory Chief Officers	LGS	Strategic Director Adults & Health	£115,000 - £134,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
C Statutory Chief Officers	LGS	Strategic Director - Corporate Strategy, Commissioning & Public Health	£115,000 - £134,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
C Statutory Chief Officers	LGS	Service Director - Finance (Section 151 Officer)	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No

Job Category	Employment Conditions either Chief Execs, Chief Officer or Local Government Scheme (LGS)	Post Title	Salary Band* **	Expenses	Performance Related Pay (PRP) Arrangements	Earn Back Arrangements	Bonus	Non Cash Benefits	Election Fees	Any Joint Authority Payments
D Non -Statutory Chief Officers	LGS	Strategic Director Economy & Infrastructure	£115,000 - £134,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Child Protection & Family Support	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Learning & Early Support	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Commissioning, Quality & Performance (a)	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Integration, Access & Community Plus	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Adult Social Care Operation	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Economy & Skills	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Commercial, Regulatory & Operational Services	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No

Job Category	Employment Conditions either Chief Execs, Chief Officer or Local Government Scheme (LGS)	Post Title	Salary Band* **	Expenses	Performance Related Pay (PRP) Arrangements	Earn Back Arrangements	Bonus	Non Cash Benefits	Election Fees	Any Joint Authority Payments
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Growth & Housing	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Policy, Intelligence & Public Health	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of People Service	£65,000 - £84,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of IT	£50,000 - £64,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of Policy, Partnerships & Transformation	£50,000 - £64,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of Strategic Communications	£50,000 - £64,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Assistant to the Chief Executive	£50,000 - £64,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No

Job Category	Employment Conditions either Chief Execs, Chief Officer or Local Government Scheme (LGS)	Post Title	Salary Band* **	Expenses	Performance Related Pay (PRP) Arrangements	Earn Back Arrangements	Bonus	Non Cash Benefits	Election Fees	Any Joint Authority Payments
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Council Business Manager	£45,000 - £54,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Electoral Services Manager	£40,000 - £49,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of Finance & Accountancy	£50,000 - £64,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of Commercial Services	£50,000 - £64,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of Revenues & Benefits	£50,000 - £64,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No

\* Salary is Full Time Equivalent - salary bands quoted reflect pay levels as at 1 April each year

\*\* 2019 Salaries are still to be confirmed salary band based on Employers offer

(a) This position is held by an employee of North Kirklees CCG



**KIRKLEES COUNCIL SINGLE STATUS GRADES\***

Grade	SCP	1.4.19 £		Grade	SCP	1.4.19 £
Apprentice	Year 1	14,855				
	Year 2	15,839				
1	1	17,364		14	40	42,683
2	2	17,711			41	43,662
3	3	18,065			42	44,632
4	4	18,426		15	43	45,591
	5	18,795			44	46,441
5	5	18,795			16	45
	6	17,171		46		48,172
6	7	19,554		17	47	49,047
	8	19,945			48	49,906
	9	20,344		18	49	50,777
	10	20,751	Not Used		50	51,650
Unused	11	21,166		19	51	52,539
Unused	12	21,589			52	53,257
Unused	13	22,021		20	53	54,349
7	14	22,462			19	54
	15	22,911		55		56,233
	16	23,369	Not Used	21	56	57,538
	17	23,836			57	61,751
Unused	18	24,313		20	58	69,318
8	19	24,799			21	59
	20	25,295		60		79,801
	21	25,801	Not Used	22	61	79,453
	22	26,317			62	85,258
9	23	26,999		23	63	91,463
	24	27,905			24	64
	25	28,785		65		94,009
	26	29,636		66	100,587	
10	27	30,507		23	67	119,940
	28	31,371			24	68
	29	32,029		69		125,937
	30	32,878		70	128,935	
11	31	33,799		21	71	131,935
	32	34,788			24	72
	33	35,934		73		156,865
12	34	36,876		22	74	161,923
	35	37,849			24	75
	36	38,813		76		172,044
13	37	39,782		23	77	177,107
	38	40,760				
	39	41,675				

\*Revised Pay Spine Implemented 1/4/2019

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**Range of Policies**

**APPENDIX a iv)**

<b>Aspect of Chief Officer Remuneration</b>	<b>Authority Policy</b>
Recruitment	The post will be advertised and appointed to at the appropriate approved salary for the post in question level unless there is good evidence that a successful appointment of a person with the required skills, knowledge, experience, abilities and qualities cannot be made without varying the remuneration package. In such circumstances a variation to the remuneration package is appropriate under the authority's policy and any variation will be approved through the appropriate authority decision making process.
Pay Increases	The authority will apply any pay increases that are agreed by relevant national negotiating bodies and/or any pay increases that are agreed through local negotiations. Following the implementation of Single status, all Chief officers are paid in accordance with the Council's pay spine including national pay awards. The authority will also apply any pay increases that are as a result of authority decisions to significantly increase the duties and responsibilities of the post in question beyond the normal flexing of duties and responsibilities that are expected in senior posts.
Additions To Pay	The authority would not make additional payments beyond those specified in the appropriate policies i.e. Market Rate Supplement, Recruitment and Retention, Acting Up or Honoraria payments.
Performance Related Pay (PRP)	The authority does not operate a performance related pay system as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its senior officers. Any areas of under-performance are addressed rigorously by utilising the Performance Management system.
Earn-Back ( Withholding an element of base pay related to performance)	The authority does not operate an earn-back pay system as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its senior officers. Any areas of under-performance are addressed rigorously.
Bonuses	The authority does not pay bonus payments to senior officers.

Termination Payments	<p>The authority applies its normal redundancy payments arrangements to senior officers and does not have separate provisions for senior officers. The authority also applies the appropriate Pensions regulations when they apply. The authority has agreed policies in place on how it will apply any discretionary powers it has under Pensions regulations. Any costs that are incurred by the authority regarding senior officers are published in the authority accounts as required under the Accounts and Audit (England) Regulations 2015.</p>
Transparency	<p>The authority meets its requirements under the Localism Act, the Code of Practice on Data Transparency and the Accounts and Audit Regulations in order to ensure that it is open and transparent regarding senior officer remuneration.</p>
<p>Re-employment of staff in receipt of an Local Government Pension Scheme Pension or a redundancy/severance payment</p>	<p>The authority is under a statutory duty to appoint on merit and has to ensure that it complies with all appropriate employment and equalities legislation. The authority will always seek to appoint the best available candidate to a post who has the skills, knowledge, experience, abilities and qualities needed for the post.</p> <p>The authority will therefore consider all applications for candidates to try to ensure the best available candidate is appointed. If a candidate is a former employee in receipt of an LGPS pension or a redundancy payment this will not rule them out from being re-employed by the authority. Clearly where a former employee left the authority on redundancy terms then the old post has been deleted and the individual cannot return to the post as it will not exist.</p> <p>The authority will apply the provisions of the Redundancy Payments Modification Order regarding the recovery of redundancy payments if this is relevant. Pensions Regulations also have provisions to reduce pension payments in certain circumstances to those who return to work within the local government service.</p>



**MINUTES OF THE MEETING OF THE  
WEST YORKSHIRE COMBINED AUTHORITY  
HELD ON THURSDAY, 13 DECEMBER 2018 AT COMMITTEE ROOM A,  
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

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**Present:**

Councillor Susan Hinchcliffe (Chair)	Bradford Council
Councillor Barry Collins (Substitute)	Calderdale Council
Councillor Judith Blake CBE	Leeds City Council
Councillor Peter Box CBE	Wakefield Council (to minute 70)
Councillor Stewart Golton	Leeds City Council
Councillor David Hall	Kirklees Council (to minute 69)
Roger Marsh OBE	Leeds City Region Enterprise Partnership
Councillor John Pennington	Bradford Council
Councillor Andrew Waller	City of York Council

**In attendance:**

Richard Thorpe	MHCLG (minute 78)
Ben Still	West Yorkshire Combined Authority
Caroline Allen	West Yorkshire Combined Authority
Alan Reiss	West Yorkshire Combined Authority (minute 65)
Angela Taylor	West Yorkshire Combined Authority (minute 68)
Heather Waddington	West Yorkshire Combined Authority (minute 78)
Jacqui Warren	West Yorkshire Combined Authority (minute 78)
Patrick Bowes	West Yorkshire Combined Authority (minute 78)
Ruth Chaplin	West Yorkshire Combined Authority

**56. Apologies for Absence**

Apologies for absence were received from Councillors Shabir Pandor and Tim Swift.

**57. Declarations of Disclosable Pecuniary Interests**

There were no pecuniary interests declared by members at the meeting.

## **58. Exempt Information - Possible Exclusion of the Press and Public**

**Resolved:** That in accordance with paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, the public be excluded from the meeting during consideration of Appendix 3 to Agenda Item 6 and Appendix 1 to Agenda Item 14 on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information and for the reasons set out in the report that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

## **59. Chair's Comments**

The Chair advised that Councillor Tim Swift had sent his apologies as he was receiving his MBE and Members offered their congratulations on his award.

## **60. Minutes of the Meeting of the Combined Authority held on 11 October 2018**

Further to minute 50, Rail Performance and Governance Update, Councillor Blake advised that she had raised the Combined Authority's concerns in respect of rail performance at the Transport for the North Rail North Committee. She also reported that Jo Johnson had resigned and been replaced by Andrew Jones, MP for Harrogate as the new Parliamentary Under Secretary of State for Transport. He would now be working with Councillor Blake on the Rail North Review and an update would be brought to the next meeting.

**Resolved:** That the minutes of the meeting of the West Yorkshire Combined Authority held on 11 October 2018 be approved and signed by the Chair.

## **61. Brexit/Autumn Budget Implications**

The Combined Authority considered a report of the Director of Policy, Strategy and Communications which:

- Provided an update on continuing organisational work to support preparations for the UK's exit from the European Union.
- Provided an update on the latest intelligence relating to the Government's proposed transition deal.

It was noted that although the Autumn Budget had not provided any clarity on key funding and policy going forward, the Government had announced that the competitive element of the Transforming Cities Fund will be increased by £440 million.

The key messages that have been communicated to Government seeking potential flexibilities to support future delivery and additional capacity development in forward planning was outlined in the report. Members also noted the summary of detailed impact assessment work which had been

undertaken by the Bank of England and HM Treasury.

Members discussed the importance of continuing to support businesses, people and communities and to ensure that they are aware of the Combined Authority and LEP's activities to support business in developing products and providing services. It was reported that Councillors Judith Blake and Peter Box were members of the Government's Brexit Delivery Board which was looking at the possible implications and significant impacts on future decisions and the important role local government and the Combined Authority will have. Further information will be brought to the next meeting.

In responding to the Ministry of Housing, Communities and Local Government (MHCLG) on local preparations for Brexit, the Combined Authority had emphasised that more flexibility on Growth Deal funding will be sought in order to deploy it at short notice. A copy of the letter sent to MHCLG was attached at Appendix 1.

The impact of Brexit on the City Region economy and businesses will continue to be monitored.

**Resolved:**

- (a) That the report be noted.
- (b) That the funding update and announcement relating to the allocation of the Transforming Cities Fund be noted.
- (c) That the key messages from the latest Brexit economic impact work undertaken by HM Treasury and the Bank of England be noted.

**62. Capital Spending and Project Approvals (considered at Investment Committee on 7 November 2018)**

The Combined Authority considered a report of the Director of Delivery on the progression and funding for the following schemes through the Combined Authority's assurance process:

- Project Lapwing
- A61S Bus Priority Corridor
- Stourton Park and Ride
- Elland Road Park and Ride
- Leeds Enterprise Zone Power Solution
- A650 Bradford to Keighley Corridor (Hard Ings)
- York Outer Ring Road Phase 2 (Monks Cross)

Members also considered the following schemes which have had change request reports assessed in line with the Combined Authority's assurance process and also been considered and recommended by the Investment Committee for approval:

- Rail Park and Ride Programme Phase 1

- Outwood Station Park and Ride

Details of all the schemes were provided in the submitted report and it was noted that these had been considered and recommended for approval by the Investment Committee at their meeting held on 7 November 2018.

**Resolved:**

- (a) In respect of Project Lapwing –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the Lapwing project proceeds through decision point 2 and work commences on activity 5 (full business case with finalised costs).
- (ii) That an indicative approval to the Combined Authority's contribution of £1million (which will be funded through the Local Growth Fund's Strategic Inward Investment Fund) is given with full approval to spend being granted, once the scheme has progressed through the Assurance Process to decision point 5 (full business case with finalised costs).
- (iii) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

- (b) In respect of A61S Bus Priority Corridor , Leeds –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the A61 South project proceeds through decision point 3 and work commences on activity 5 (full business case with finalised costs).
- (ii) That an indicative approval to the total project value of £14.15 million is given from the Leeds Public Transport Investment Fund with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs).
- (iii) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme



Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(c) In respect of Stourton Park and Ride –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the Stourton Park and Ride project proceeds through decision point 3 and work commences on activity 5 (full business case with finalised costs).
- (ii) That an indicative approval is given to the total project value of £30.1 million, of which £27.3 million will be funded by the Combined Authority from the Leeds Public Transport Investment Fund, with full approval to spend being granted once the scheme has progressed through the Assurance Process to decision point 5 (full business case with finalised costs). This indicative approval is subject the scheme being successful in gaining ERDF funding for the scheme. In the event that the ERDF bid is not successful an indicative approval of £25.4 million from the Leeds Public Transport Investment Fund will be applied.
- (iii) That further development costs of £635,000 are approved in order to progress the scheme to decision point 5 (full business case with finalised costs).
- (iv) That the Combined Authority enters into an addendum to the existing funding agreement with Leeds City Council to increase by £635,000 from the Leeds Public Transport Investment Fund.
- (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(d) In respect of Elland Road Park and Ride Phase 3 –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the Elland Road Park and Ride Phase 3 project proceeds through decision point 3 and work commences on activity 5 (full business case with finalised costs).
- (ii) That an indicative approval to the total project value of £5.75 million is given to be funded from the Combined Authority from the Leeds Public Transport Investment Fund with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case

with finalised costs).

- (iii) That further development costs of £165,000 are approved in order to progress the scheme to decision point 5 (full business case with finalised costs) taking the total development cost expenditure approval to £410,000.
- (iv) That the Combined Authority enters into an addendum to the existing Funding Agreement with Leeds City Council to increase by £165,000 from the Leeds Public Transport Investment Fund for expenditure of up to £410,000.
- (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(e) In respect of Leeds Enterprise Zone Power Solution –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the project proceeds through decision point 4 (full business case) and work commences on activity 5 (full business case with finalised costs).
- (ii) That an indicative approval to the total project value of £5 million is given which will be funded by the Combined Authority from the Local Growth fund with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs).
- (iii) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(f) In respect of A650 Bradford to Keighley Corridor (Hard Ings) –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the Hard Ings Road Improvements, Keighley project proceeds through decision point 4 and work commences on activity 5 (full business case with finalised costs)
- (ii) That an indicative approval to the total project value of £10.3

million is given from the West Yorkshire plus Transport Fund with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs)

- (iii) That further development costs of £2.718 million are approved in order to progress the scheme to decision point 5 (full business case with finalised costs) to be funded from the West Yorkshire plus Transport Fund, taking the total project approval to £3.86 million.
- (iv) That the Combined Authority enters into an addendum to the existing funding agreement with Bradford City Council for expenditure of up to £3.86 million from the West Yorkshire plus Transport Fund
- (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(g) In respect of York Outer Ring Road Phase 2 (Monks Cross) –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the York Outer Ring Road Phase 2 project proceeds through decision point 4 and work commences on activity 5 (full business case with finalised costs)
- (ii) That an indicative approval to Phase 2 to the value of £3.585 million is given from the West Yorkshire plus Transport Fund with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs).
- (iii) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(h) In respect of the Rail Park & Ride Programme Phase 1 –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the change request to the Rail Park & Ride Programme

phase 1 re-programming and re-allocation of funds within the programme is approved. This highlights as to which schemes will progress in phase 1 and which schemes will be moved into phase 2.

- (ii) That development costs of up to £150,000 for the Ben Rhydding scheme from West Yorkshire plus Transport Fund are approved, subject to confirmation from the City of Bradford Metropolitan District Council that land will be made available.
  - (iii) That the Rail Park and Ride Phase 1 programme-level expenditure approval will increase from £1.161 million to £1.701 million to be funded from the West Yorkshire plus Transport Fund.
  - (iv) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report. This will be subject to the scheme remaining within the tolerances outlined in the report.
- (i) In respect of Outwood Station Park and Ride –
- That following a recommendation from the Investment Committee, the Combined Authority approves:
- (i) That the change request to extend the scope at Outwood Rail Station is approved to include the provision of an access road.
  - (ii) That indicative approval is given to the revised scheme costs of £1.540 million which will be funded from the West Yorkshire plus Transport Fund.
  - (iii) That additional development costs of £29,400 are approved taking the total expenditure approval for project development to £140,000.
  - (iv) That the Combined Authority enter into a funding agreement with Wakefield Council for expenditure up to the value of £130,000.
  - (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.
- (a) A61S Bus Priority Corridor, Leeds**
  - (b) Stourton Park and Ride**
  - (c) Elland Road Park and Ride (Phase 3)**
  - (d) Leeds City Region Enterprise Zone Phase 1 - Aire Valley**

## **Enterprise Zone Power Solution**

(e) **A650 Bradford to Keighley Corridor (Hard Ings)**

(f) **York Outer Ring Road (Phase 2)**

### **63. Capital Spending and Project Approvals (considered at Investment Committee on 5 December 2018)**

The Combined Authority considered a report of the Director of Delivery on the progression and funding for the following schemes through the Combined Authority's assurance process:

- Investor Readiness Support Programme
- Transformational – A1620 Leeds Northern Outer Ring Road Improvements
- Corridor Improvement Programme Phase 1 – A647 Dawsons Corner
- Corridor Improvement Programme Phase 1 – Dyneley Arms
- Corridor Improvement Programme Phase 1 – Fink Hill scheme
- Corridor Improvement Programme Phase 1 – A650 Newton Bar
- Institute of High Speed Railways and System Integration – Phase 1

Councillor Box provided an update on the schemes as they had been considered by the Investment Committee on the same day as the Combined Authority agenda was published. He advised that all the schemes presented were recommended by the Investment Committee to the Combined Authority for approval.

In discussing the High Speed Railways and System Integration scheme, it was reported that the Investment Committee had deferred consideration of the item from their November meeting pending further information being provided. A presentation had been given at the December meeting and, in recommending the scheme to the Combined Authority for approval, the Investment Committee had asked that it be noted that the Combined Authority's contribution to the scheme will be capped at £13.047 million regardless of any future increases to the total scheme costs.

Members also considered the Business Growth Programme which has had a change request report assessed in line with the Combined Authority's assurance process. This had also been considered and recommended by the Investment Committee for approval.

#### **Resolved:**

(a) In respect of the Investment Readiness Project –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the Investment Readiness project proceeds through decision point 2 and work commences on activity 5 (full business

case with finalised costs).

- (ii) That an indicative approval to the Combined Authority's contribution of £1.429 million is given (which will be funded from £714,500 from the Leeds City Region Business Rates Pool and £714,500 from ESIF), with Full Approval to spend being granted once the scheme has progressed through the Assurance Process to Decision Point 5. The total project value is £1.429 million with funding already secured.
- (iii) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team subject to the scheme remaining within the assurance tolerances outlined within the report.

- (b) In respect of the Transformational – A6120 Leeds Northern Outer Ring Road Improvements, Leeds –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the A6120 Leeds Northern Outer Ring Road Improvements (A647 to A65) proceeds through decision point 2 and work commences on the feasibility study.
- (ii) That an expenditure approval is given to the total value of £392,500 to Leeds City Council to fund a feasibility study.
- (iii) That the Combined Authority enter into a funding agreement with Leeds City Council for expenditure of up to £392,500 to be funded from the West Yorkshire plus Transport Fund.
- (iv) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

- (c) In respect of Corridor Improvement Programme Phase 1 – A647 Dawsons Corner –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the Dawson's Corner project proceeds through decision point 3 and work commences on activity 4 (full business case).
- (ii) That an indicative approval is given to the total project value of

£20.159 million, with the Combined Authority's contribution of £19 million (which will be funded through £15 million from the CIP Phase 1 fund and £4 million from the LPTIP fund) is given with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs). The total project value is £20.159 million.

- (iii) That development costs of £1.599 million, (including £499,000 additional development costs and £1.1 million land assembly costs) are approved in order to progress the scheme to decision point 5 (full business case with finalised costs), taking the approval to £2.607 million
  - (iv) That the Combined Authority issue an addendum to the existing funding agreement with Leeds Council for additional expenditure of up to £1.599 million from the West Yorkshire plus Transport Fund taking the total value to £2.607 million.
  - (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.
- (d) In respect of Corridor Improvement Programme Phase 1 – Dyneley Arms –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the Dyneley Arms junction project proceeds through decision point 3 and work commences on activity 4 (full business case) and 5.
- (ii) That an indicative approval to the total project value of £2.747 million is given from the West Yorkshire plus Transport Fund with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs)
- (iii) That additional development costs of £373,000 (which include £250,000 for land assembly) are approved in order to progress the scheme to decision point 5 (full business case with finalised costs) taking the total approval to £775,000.
- (iv) That the Combined Authority issues an addendum to the existing funding agreement with Leeds Council for additional expenditure of up to £373,000 from the West Yorkshire plus Transport Fund (giving a total funding agreement value of £775,000).

- (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.
- (e) In respect of Corridor Improvement Programme Phase 1 – Fink Hill scheme –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the Corridor Improvement Programme Phase 1 Fink Hill project proceeds through decision point 3 (outline business case) and work commences on activity 4 (full business case).
  - (ii) That an indicative approval to the total project value of £4.150 million is given from the West Yorkshire plus Transport Fund with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs).
  - (iii) That additional development costs of £404,000 are approved in order to progress the scheme to decision point 4 (full business case) taking the total project approval to £519,000.
  - (iv) That the Combined Authority enter into an addendum to the existing funding agreement with Leeds City Council for additional expenditure of up to £404,000 from the West Yorkshire plus Transport Fund taking the total value to £519,000.
  - (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject remaining within the tolerances outlined in the report.
- (f) In respect of Corridor Improvement Programme Phase 1 – A650 Newton Bar scheme –

That the Combined Authority approves

- (i) That the Corridor Improvement Programme Phase 1 A650 Newton Bar project proceeds through decision point 3 and work commences on activity 4 (full business case).
- (ii) That an indicative approval to the total project value of £6.752 million is given from the West Yorkshire plus Transport Fund with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5



(full business case with finalised costs).

- (iii) That development costs of £129,800 are approved in order to progress the scheme to decision point 4 (full business case) taking the total project approval to £204,800.
- (iv) That the Combined Authority enters into an addendum to the existing funding agreement with Wakefield Council for additional expenditure of up to £129,800 from the West Yorkshire plus Transport Fund taking the total value to £204,800.
- (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report (including through delegation to the Combined Authority's Managing Director at decision points 4 and 5) following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

- (g) In respect of Institute of High Speed Railways and System Integration (IHSRSI) –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the Institute for High Speed Rail and System Integration scheme Phase 1 proceeds through decision point 3 and work commences on activity 5 (full business case with finalised costs).
- (ii) That an indicative approval to the Combined Authority's contribution of £13.047 million is given, which will be funded through over-programming against the Local Growth Fund, with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs). The total Phase 1 value is £26.093 million (The University of Leeds will contribute match funding of £13.047 million). The Combined Authority's contribution is capped at £13.047 million regardless of any future increases to the total scheme costs.
- (iii) That future approvals are made in accordance with the approval pathway and approval route outlined in the submitted report including at decision point 5 (full business case with finalised costs) through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report

- (h) In respect of the Business Growth Programme –

That following a recommendation from the Investment Committee, the Combined Authority approves:

- (i) That the change request to the Business Growth Programme is approved to provide additional £7 million of funding to the Business Growth Programme. This will be funded from over programming against the Local Growth Fund. This would take the expenditure approval for the total programme to £34 million.
- (ii) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report. This will be subject to the scheme remaining within the tolerances outlined within the report.

**(g) Corridor Improvement Programme (Phase 1)**

**(h) Business Growth Programme**

**64. Planning for Growth: The Leeds City Region Connectivity Strategy**

The Combined Authority considered a report of the Director of Policy, Strategy and Communications on Planning for Growth: The Leeds City Region Connectivity Strategy which:

- Provided an update on the ongoing development of the Inclusive Growth Corridor Programme which will help shape the future connectivity pipeline across all modes of transport serving the Leeds City Region.
- Sought endorsement for the commencement of a conversation with the public and stakeholders around the new 21<sup>st</sup> century connectivity and services technologies required to address the economic and transport challenges facing West Yorkshire, to complement future strategic infrastructure including HS2 and Northern Powerhouse Rail (NPR).
- Sought endorsement for establishing a member working group to oversee the development of the emerging City Region Transit Network.
- Sought the Combined Authority's continued endorsement for the oversight of the Connectivity Strategy, including role of Mass Transit, to be delegated to the Transport Committee.

The report provided an update on the development of the Leeds City Region Connectivity Strategy. A copy of a report, which had been considered by the Transport Committee at its meeting held on 9 November 2018, was attached at Appendix 1.

It was noted that no commitment was being made at this stage to develop a mass transit system, and more work would need to be undertaken around demand and a business case analysis. It was proposed to open a conversation with the public and stakeholders on solutions to future capacity requirements and delivering inclusive growth. The proposals were welcomed but discussion highlighted that there was no reference to Calderdale and parts of Kirklees in the maps provided and it was noted that work was underway to address this. It was stressed that the new transport routes must be evidence based and provide benefits to the whole region and also that current connectivity should be taken into account.

It was reported that the HS2 Environmental Impact Report had been published and a copy of the Combined Authority's response to the consultation would be circulated to Members prior to its submission. A report would be brought to the next meeting.

It was agreed that the Transport Committee continue to oversee the development of the Connectivity Strategy and that a member working group be established. Progress reports would be brought to future meetings.

**Resolved:**

- (a) That the ongoing development of the Inclusive Growth Corridor Programme which will help to shape the future connectivity pipeline across all modes of transport serving the Leeds City Region as set out in Appendix 1 to the submitted report be noted.
- (b) That the commencement of a conversation with the public and stakeholders around the new 21<sup>st</sup> century connectivity and services technologies required to address the economic and transport challenges facing West Yorkshire, to complement future strategic infrastructure including HS2 and Northern Powerhouse Rail (NPR) be endorsed.
- (c) That the establishment of a member working group to oversee the development of Connectivity Strategy and Mass Transit be endorsed.
- (d) That the Transport Committee continue to oversee the Connectivity Strategy, including the role of Mass Transit, with further updates brought to the Combined Authority throughout 2019.

**65. Transforming Cities Fund**

The Combined Authority considered a report of the Director of Policy, Strategy and Communications on the Transforming Cities Fund (TCF) which

- Provided an update on Transforming Cities Fund.
- Sought endorsement to the continuation of the Transforming Cities Fund member working group sessions to oversee the development of the Transforming Cities Fund stage 2 submission.
- Sought agreement for the Combined Authority's Managing Director, in consultation with the Chair of the Combined Authority and Chair of the Transport Committee, to submit the 'small bid'.
- Sought delegated authority for the Transport Committee to oversee and submit the 'big bid' and the Future Mobility bid.
- Sought approval to spend the £50,000 grant funded by the Department for Transport to support the development of the Stage 2 bid.

It was reported that the Transforming Cities Fund had been updated in the recent Budget announcement and the Government had now made a total of £1.28 billion available and extended the period to 2022-23. The key points

arising from the announcement were outlined in the submitted report which had included confirmation that West Yorkshire had been successful in reaching stage two of the application process.

The Combined Authority's bid on behalf of the Leeds City Region for stage 1 had focussed around 3 themes and detailed proposals would be developed for the stage 2 submission. The Department for Transport (DfT) had made a contribution of £50,000 which would support the development of three bids, a 'small', 'big' and 'future mobility' bids, as part of the stage 2 submission. The DfT had released guidance for the 'small bid' which would have a value of up to £10m. This has to be submitted by 4 January 2019 and it is expected that a decision will be made by February 2019. In view of the timescales, it was proposed that a Member working group be convened at the earliest opportunity to consider the scope of the small bid. Information would be circulated to all Members of the Combined Authority and the transport Portfolio Holders. It was agreed that the submission of the 'small bid' be delegated to the Combined Authority's Managing Director in consultation with the Chairs of the Combined Authority and Transport Committee.

In welcoming the opportunities the Transforming Cities Fund provided, it was requested that it be made clear to Government that a longer timeframe should be sought for such transformational programmes. Assurances should also be sought for year on year investment to provide more certainty. In respect of long term investment, it was reported that the City of York had submitted a bid for retrofitting buses which will be an issue affecting all parts of the City Region and was important for air quality and the economy through the jobs created.

A 'task and finish' working group had been set up to shape the stage 1 submission and it was proposed to continue with this approach for the development of stage 2 with representation widened to include North Yorkshire authorities.

**Resolved:**

- (a) That the progression of the Leeds City Region Transforming Cities Fund bid to the stage 2 co-development phase be noted.
- (b) That the setting up of further on-going member working groups to support the development of the Leeds City Region stage 2 Transforming Cities Fund bids be endorsed.
- (c) That the Combined Authority's Managing Director in consultation with the Chairs of the Combined Authority and Transport Committee submit the 'small bid' in consultation with the Chairs of the Combined Authority and Transport Committee.
- (d) That the Combined Authority delegates authority to the Transport Committee to oversee and submit both the 'big bid' and the 'Future Mobility bid'.
- (e) That the Combined Authority grants approval to spend the £50,000 contribution made available by the Department for Transport to support the development of the Stage 2 bids.

## 66. Policy Developments

The Combined Authority considered a report of the Director of Policy, Strategy and Communications which provided an update on the development of the Leeds City Region policy framework and recommended adoption of:

- Leeds City Region Digital Framework
- Green & Blue Infrastructure Strategy & Delivery Plan
- Energy Strategy & Delivery Plan

The report provided an update on progress with the long-term policy framework which would replace the Strategic Economic Plan (SEP) and an overview of the three strategies, copies of which were attached to the submitted report. Members welcomed the work being done and noted that the strategies would replace the SEP with a much broader, long term policy framework which includes the Local Inclusive Industrial Strategy aimed at tackling key challenges. A copy of the policy framework was attached at Appendix 1.

In respect of the Digital Framework, it was reported that working groups will be established to ensure the aspirations in the framework are realised and they will report to the Panels.

Members discussed and welcomed the ambition to be the first city region to meet the Paris Climate Agreement target. It was noted that further work would be undertaken in respect of the projects identified in the Energy Strategy and Delivery Plan to achieve this and a report would be brought to a future meeting.

It was noted that the Green and Blue Infrastructure Strategy and Delivery Plan had identified projects which will help to make the region more resilient to climate change and improve the quality of life for residents. These included natural flood management and additional investment in cycling and walking. It was noted that the Combined Authority had made an initial contribution for a shared resource to deliver the projects identified in the Green and Blue Infrastructure Strategy and Delivery Plan.

In adopting the strategies as part of the evolving policy framework, the need to link these to how people's lives could be improved was highlighted and agreed. The challenges were also noted and it was considered important to build on the strengths and achieved successes and be ready to take advantage of future funding opportunities to move towards being carbon neutral.

**Resolved:** That the Combined Authority adopts the following strategies:

- Leeds City Region Digital Framework
- Leeds City Region Green & Blue Infrastructure Strategy & Delivery Plan
- Leeds City Region Energy Strategy & Delivery Plan.

## **67. Statement of Common Ground and Strategic Planning Review**

The Combined Authority considered a report of the Director of Policy, Strategy and Communications on the Statement of Common Ground and Strategic Planning Review.

The report provided details of two work streams, the Leeds City Region Statement of Common Ground (SoCG) and the Leeds City Region Strategic Planning Review.

Members considered the draft SoCG which was attached at Appendix 1. It was noted that all local planning authorities are required to produce a SoCG and this had been drafted by Combined Authority officers in partnership with the Leeds City Region partner councils. Each partner would be signatories to the document and the Combined Authority is considered an 'additional signatory' as a body who have a role in the matters covered in a statement of common ground with plan-making powers.

It was reported that the recommendations agreed in 2015 in respect of the Strategic Planning Review Update have now been updated to reflect changing governance arrangements to progress in relation to cross-boundary working. Details of the changes were outlined in the report and these had been agreed by the partner councils and recommended to the Combined Authority for approval by the Place Panel.

### **Resolved:**

- (a) That the report be noted.
- (b) That the Combined Authority endorses and signs the Leeds City Region Statement of Common Ground (SoCG) as an additional signatory.
- (c) That the updated Leeds City Region Strategic Planning Review be endorsed and approved.

## **68. Draft Business Plan and Budget 2019/20**

The Combined Authority considered a report of the Director of Resources which provided outlined directorate business plans and the proposed draft revenue and capital budget for 2019/20.

Members noted the draft business plans for each directorate which were attached at Appendix 1.

The draft proposed revenue budget for 2019/20 was attached at Appendix 2. It was noted that this currently shows a required use of reserves of £1.8 million, against the target previously agreed of £1.2 million. This position has been developed through the Member Budget Working Group, and with input from the Overview and Scrutiny Committee and an overview from the Chief Executives. Details were outlined in the submitted report and it was noted that further work was underway to close the funding gap to the previously agreed use of reserves of £1.2 million.

In respect of the LEP merger, it was reported that a bid had been made for transitional funds to meet some of the additional costs in establishing the new organisation but the outcome was not yet clear.

Councillor Groves provided an update on the joint work with bus operators in response to questions about bus fares. She advised that aside from MCard, ticketing and fares are commercial decisions taken by the operators. However this would be raised and clarification sought as part of the discussions being held with operators regarding partnership working.

In noting the draft business plan, comment was made that there should be a clearer statement of priorities alongside everyday business. It was noted that work was continuing and the final business plan and budget for 2019/20 will be brought to the next meeting on 14 February 2019 to enable the transport levy to be set in accordance with legislative requirements.

**Resolved:** That the work being undertaken on the draft business plan and budget proposals for 2019/20 be noted.

## 69. Corporate Developments

The Combined Authority considered a report of the Director of Resources on the following corporate developments which:

- Proposed governance changes in relation to the role of the Investment Committee.
- Proposed governance changes to the Leeds City Region Enterprise Zone programme.
- Proposed changes in appointments to the membership of the Combined Authority and its committees and to consider the appointment of a Chair of the Overview and Scrutiny Committee.
- Informed the Combined Authority of the recommendations of a scrutiny review conducted by Calderdale Council into its engagement and relationship with the Combined Authority and agree a formal response.
- Provided an update on corporate performance including progress against 2018/19 corporate plan priorities, risk management and the current budget position.

Members discussed the proposal for the Investment Committee to be able to make decisions on behalf of the Combined Authority in respect of progressing schemes under the Assurance Framework to facilitate their delivery within the funding programme timescales. Details of the proposed changes were detailed in the report and the draft terms of reference and a revised bespoke assurance pathway and approval routes for the schemes were attached at Appendices 1 and 2. Members discussed the issues raised in respect of the political balance of the Investment Committee and the need to ensure projects were given the right level of scrutiny and investigation. They were advised that the intention for the proposed changes was to speed up the progression and delivery of projects. It was noted that there was geographic balance on the Committee and, in approving the changes, it was agreed that the issue of

political balance would be considered further and addressed either at the Combined Authority's AGM or as part of the LEP merger.

It was noted that the Combined Authority had previously identified the need to prioritise the accelerated delivery of the EZ programme and the proposed governance changes, which had been considered by the LEP Board on 22 November 2018, were outlined in the report.

The report provided an update on changes in membership and revised schedules were attached at Appendices 3 and 4. In respect of the Overview and Scrutiny Committee it was agreed that Councillor Elizabeth Smaje be appointed as a member and Chair of the Committee following the resignation of Councillor Robert Light. In welcoming Councillor Smaje to her new role it was agreed that a letter of thanks be sent to Councillor Light on behalf of the Combined Authority.

It was noted that Bradford Council had advised that Councillor Rebecca Poulsen would replace Councillor Simon Cooke as the substitute 'balancing member' on the Combined Authority with effect from 26 October 2018.

It was reported that Calderdale Council's scrutiny boards had carried out a detailed review of their authority's engagement and relationship with the Combined Authority. The final report was endorsed by their Strategy and Performance Scrutiny Board and contained recommendations for both the Combined Authority and Calderdale Council. The report had been presented to the Combined Authority's Overview and Scrutiny Committee in September 2018 and an extract detailing the recommendations from Calderdale Council's Strategy and Performance Scrutiny Board report was attached at Appendix 5. In welcoming the report, Members considered and agreed the draft response to be sent on behalf of the Combined Authority which was attached at Appendix 6.

In respect of corporate planning and performance, Members noted the update on progress attached at Appendix 7 which included a summary of the strategic risks affecting the organisation.

A summary of the 2018/19 current spend to budget was attached at Appendix 8 and it was noted that there were currently no areas of concern to report.

**Resolved:**

- (a) That the Combined Authority approves amendments to the terms of reference for the West Yorkshire and York Investment Committee as set out in **Appendix 1** to the submitted report, authorising the Committee to make decisions on behalf of the Combined Authority to progress schemes under the Leeds City Region Assurance Framework, in accordance with each scheme's bespoke assurance pathway and approval route.
- (b) That the Combined Authority approves revised bespoke assurance pathway and approval routes for the schemes set out in **Appendix 2**.



- (c) That the Combined Authority approves the changes in governance arrangements for the Enterprise Zone programme as detailed in para 2.11 of the submitted report.
- (d) That the Combined Authority notes the resignation of the appointment of Councillor Robert Light as a member of the Overview and Scrutiny Committee and appoints Councillor Elizabeth Smaje as his replacement.
- (e) That the Combined Authority appoints Councillor Elizabeth Smaje as Chair of the Overview and Scrutiny Committee.
- (f) That a letter of thanks be sent to Councillor Light on behalf of the Combined Authority.
- (g) That the Combined Authority notes the termination of the appointment of Councillor Simon Cooke as a substitute Combined Authority member and that his replacement is Councillor Rebecca Poulsen with effect from 26 October 2018.
- (h) That the Combined Authority notes the updated member appointments as set out in **Appendices 3** and **4** to this report.
- (i) That the Combined Authority agrees the proposed response to the recommendations made by Calderdale Council's Strategy and Performance Scrutiny Board as set out in **Appendix 6**.

## 70. LEP Review Outcome

The Combined Authority considered a report of the Director of Policy, Strategy and Communications which provided an update on the latest position in response to Government's policy positions set out in 'Strengthened Local Enterprise Partnerships'.

It was reported that following discussions both LEPs had proposed a new LEP covering the whole of West and North Yorkshire from April 2020. A transition working group is being established to take forward activity with representatives from each LEP. Membership will include the Chair and Managing Director of the Combined Authority, Chair of the LEP and Chair of the Business Innovation and Growth Panel and the working group will operate collaboratively and transparently to examine solutions across eight workstreams outlined in the submitted report.

Members welcomed the larger geography which will put the region in a stronger position to drive economic growth and provide opportunities to bid for a share of future central government funds and Roger Marsh was thanked for his leadership in progressing the merger.

**Resolved:** That the Combined Authority notes the clearer local consensus on the LEP Review and that a joint Transition Working Group will take forward activity.

**71. Minutes of the Inclusive Growth and Public Policy Panel held on 4 September 2018**

**Resolved:** That the minutes of the Inclusive Growth and Public Policy Panel held on 4 September 2018 be noted.

**72. Minutes of the Business Innovation & Growth Panel held on 13 September 2018**

**Resolved:** That the minutes of the Business Innovation & Growth Panel held on 13 September 2018 be noted.

**73. Minutes of the Overview & Scrutiny Committee held on 14 September 2018**

**Resolved:** That the minutes of the Overview & Scrutiny Committee held on 14 September 2018 be noted.

**74. Draft minutes of the Green Economy Panel held on 23 October 2018**

**Resolved:** That the draft minutes of the Green Economy Panel held on 23 October 2018 be noted.

**75. Draft Minutes of the Place Panel held on 24 October 2018**

**Resolved:** That the draft minutes of the Place Panel held on 24 October 2018 be noted.

**76. Draft Minutes of the Governance & Audit Committee held on 1 November 2018**

**Resolved:** That the draft minutes of the Governance & Audit Committee held on 1 November 2018 be noted.

**77. Draft Minutes of the West Yorkshire & York Investment Committee held on 7 November 2018**

**Resolved:** That the draft minutes of the West Yorkshire & York Investment Committee held on 7 November 2018 be noted.

**78. European Structural and Investment Funds (ESIF) - Sustainable Urban Development (SUD)**

The Combined Authority considered a report of the Director of Resources on the European Structural and Investment Funds (ESIF) – Sustainable Urban Development (SUD).

In its role as the Intermediate Body, the Combined Authority considered the advice included in the full application assessment form at Part 2 of exempt Appendix 1 and any respective conditions outlined in Part 4a.

It was reported that the full application had been considered by the Appraisal

Team, under the responsibility of the Head of Research and Intelligence from the Combined Authority. The proposals had been discussed by the Investment Committee at their meeting on 7 November 2018 and they had agreed that they appropriately addressed:

- local domestic priorities, development needs/growth conditions and opportunities.
- the contribution and value for money proposed in the context of the Operational Programme and local ESIF Strategy.
- any local issues that need to be taken into account in the development and/or delivery of the project.

It was reported that the project is considered to be sufficiently developed to enable the Managing Authority to issue a funding agreement subject to the proposed conditions set out in the assessment being fully met.

**Resolved:** That the Combined Authority, in its role as the Intermediate Body for the SUD part of the ESIF programme, approves the advice included in the full application assessment forms of Part 2 of exempt Appendix 1, and any respective conditions outlined in Part 4a.

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## COUNCIL MEETING

Wednesday 20 March 2019

### AGENDA ITEM 14 – WRITTEN QUESTIONS SUBMITTED IN ACCORDANCE WITH COUNCIL PROCEDURE RULE 12

(1) **Question by Councillor Greaves to The Chair of Health and Wellbeing Board – Councillor Kendrick**

"Whilst I am hugely appreciative of the hard work and dedication of YAS and of the front line ambulance crews and the really difficult work that they do, I have grave concerns over the response times for ambulances across the rural area.

The limited data that I have shows appalling rates in the valleys areas and I am concerned that these poor local rates are lost as it is the whole service stats for the County that are reported publicly.

2 years ago I helped in the fight against YAS's plans to reduce cover at the rural area ambulance station in Honley and we succeeded in retaining cover, but we are still left with unacceptable response times.

YAS fail the "attend 50% of the highest-risk Category 1 calls within 7 minute" target across the Colne, Dearne and Holme Valleys and the response rates get poorer the further up the valleys.

With the exception of Honley (where the rural ambulance station is based) YAS also fail the "attend 90% of all Category 1 calls within 15 minutes" target across the valleys area.

Attendance times regularly exceed 20 minutes for the highest-risk category 1 emergency calls - and far longer for moderate to low risk calls.

Understandably, in recent years the focus has been on the future of HRI and A&E, but Ambulance response times are a real issue in the rural area right now - the valleys area has a population of almost 100,000 people - we are not an isolated little village on the hills.

We have lower ambulance cover, a larger geographical area, poor road links, longer arrival times and longer A&E journey times compared to almost anywhere else in West Yorkshire, but YAS seem to focus their efforts on urban areas.

Because of this our residents may end up paying for these delays with their life - what does it matter where your A&E is, or how good it is, if you do not make it in time?

Has the Chair of the Health and Wellbeing Board seen data about the response times in the Huddersfield area and, if she has, what is her view?"

**The Chair of Health and Wellbeing Board to respond**

**(2) Question by Councillor Stewart-Turner to The Leader of the Council – Councillor Pandor**

“In October 2009, the Council passed a Motion to work towards Fairtrade Status for Huddersfield, and subsequently Kirklees. The Motion resolved that Cabinet should work with the community and other local organisations towards the award of Fairtrade Town status for Huddersfield, and subsequently Kirklees, and supporting the establishment of a Fairtrade Steering Group for Huddersfield and subsequently Kirklees. Since the motion was agreed I have represented the Council on the local network. The Council has always been the lead for Huddersfield, and without a Huddersfield group, Kirklees will lose its Fairtrade status. It has been a struggle to maintain sufficient support from the Council for the Kirklees Fairtrade Forum over recent years.

Can the Leader tell me whether Council wants to maintain Fairtrade status for Huddersfield, and subsequently Kirklees? If yes, how will the Council be represented following the forthcoming local election?”

**The Leader of the Council to respond**

**(3) Question by Councillor McGuin to The Cabinet Member for Learning & Aspiration – Councillor Ahmed**

“For how long has the Local Authority known that Almondbury Community school was not "viable" economically?”

**The Cabinet Member to respond**

**(4) Question by Councillor McGuin to The Cabinet Member for Economy – Councillor McBride**

“When the Local Plan was passed and a 1000 new houses planned in the Almondbury ward, was it known Almondbury Community School would close for Secondary provision?”

**The Cabinet Member to respond**

**(5) Question by Councillor McGuin to The Cabinet Member for Corporate – Councillor Turner**

“When will library services be moved to the former surestart centre in Almondbury?”

**The Cabinet Member to respond**

**(6) Question by Councillor McGuin to The Cabinet Member for Corporate – Councillor Turner**

“How far off are we from knowing the future of Tolson Museum?”

**The Cabinet Member to respond**

**(7) Question by Councillor Holmes to The Cabinet Member for Communities and Environment – Councillor Mather**

“How many incidents of fly tipping were there for the year January 2015 to December 2015, for the whole of Kirklees and also for the Liversedge & Gomersal Ward?”

**The Cabinet Member to respond**

**(8) Question by Councillor Holmes to The Cabinet Member for Communities and Environment – Councillor Mather**

“How many incidents of fly tipping for the year January 2018 to December 2018 for the whole of Kirklees, and also for the Liversedge & Gomersal Ward?”

**The Cabinet Member to respond**

**(9) Question by Councillor Iredale to The Cabinet Member for Communities and Environment – Councillor Mather**

“One of my residents has been subject to a number of cases of fly tipping just outside their property this year. What measures does Kirklees Council take in tackling fly-tipping black spots outside private residences?”

**The Cabinet Member to respond**

**(10) Question by Councillor Bolt to The Leader of the Council – Councillor Pandor**

“Does the Leader agree that common courtesy should be shown by those in positions of responsibility? What standards does he set and expect from those he appoints with regards to responding to enquiries from residents?”

**The Leader of the Council to respond**

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Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### CABINET

**Tuesday 13th November 2018**

Present: Councillor Shabir Pandor (Chair)  
Councillor David Sheard  
Councillor Viv Kendrick  
Councillor Naheed Mather  
Councillor Peter McBride  
Councillor Cathy Scott  
Councillor Graham Turner

Observers: Councillor Martyn Bolt

Apologies: Councillor Masood Ahmed  
Councillor Musarrat Khan

**105 Membership of the Committee**

Apologies for absence were received on behalf of Councillors Ahmed and Khan.

**106 Interests**

Councillors Pandor and Scott declared an 'other' interest in Agenda Item 9 on the grounds that they have family members who reside within a KNH property.

**107 Admission of the Public**

It was noted that all agenda items would be considered in public session.

**108 Deputations/Petitions**

No deputations or petitions were received.

**109 Public Question Time**

No questions were asked.

**110 Member Question Time**

Councillor Bolt asked that Cabinet convey congratulations to Joanne Bartholomew, Service Director, upon being awarded a Royal Humane Society Award, and a Chief Constable's Commendation, for lifesaving.

The Cabinet conveyed congratulations and paid tribute to Joanne.

Councillor Bolt also made reference to the 'Pathways for Everyone' document which had been presented in Parliament on 12 November 2018 by Sustrans and set out a review of the national cycling network. In particular, Councillor Bolt sought Cabinet's response to two of the recommendations within the report which referred to (i)

removing barriers on pathways to improve network accessibility and (ii) the need to have a quality standard for path widths and surfacing.

A response was provided by Councillor Mather, Cabinet Member – Communities and Environment.

**111 Arrangements for the Establishment of a West Yorkshire Urban Traffic Management Control Service**

(Under the provision of Council Procedure Rule 36(1), Cabinet received a representation from Councillor Bolt).

Cabinet received a report which set out a proposal for the establishment of a West Yorkshire Urban Traffic Management Control Service. The report set out the background to the development of the proposal and requested authority to progress arrangements for the establishment of the service, which would be hosted by Leeds City Council.

The report advised that the establishment of the service would benefit all West Yorkshire Councils by delivering a more resilient and cost effective service using funding allocated from the West Yorkshire Transport Plus Fund, and that the service would take responsibility for the design of new traffic signal installations for all of West Yorkshire and their operation, co-ordination and maintenance. Cabinet were advised that local authorities would retain ownership of their traffic signal asset, together with responsibility for the payment of associated energy costs.

The report set out the key benefits of the service which included improvements in air quality, economy of scale efficiencies and the provision of a consistent network across West Yorkshire.

In proposing the scheme, the Portfolio Holder outlined the benefits that it would deliver, but asked that consideration be given to the shared service being operated by the West Yorkshire Combined Authority and staff being transferred to WYCA, rather than Leeds City Council, due to the system being implemented across the region.

**RESOLVED –**

(1) That the arrangements for the establishment of a joint West Yorkshire UTMC service, subject to the outcome of the consideration of full business cases by the WYCA which would deliver smarter working across the city region, leading to a more joined up approach to managing and investment in the traffic signals infrastructure, be noted.

(2) That, pursuant to (1) above, approval be given to a joint West Yorkshire UTMC Service and that Leeds City Council be the host authority.

(3) That the creation of an organisational unit within Leeds City Council's City Development Directorate for the West Yorkshire UTMC Service, to be located at West Yorkshire Joint Services, Morley, be noted.

(4) That the potential need to transfer staff via TUPE from Kirklees Council into the employment of Leeds City Council, to work within the West Yorkshire UTMC Service, be noted.

(5) That a further report be submitted to Cabinet for consideration upon completion of legal and financial matters, including business model and service level agreements, and operational implications, and that consideration also be given to the service being operated by the West Yorkshire Combined Authority.

**112 West Yorkshire Plus Transport Fund Scheme Update**

(Under the provision of Council Procedure Rule 36(1), Cabinet received a representation from Councillor Bolt).

Cabinet received a report which set out progress to date on the West Yorkshire plus Transport Fund scheme, and information on the governance arrangements for the processing of grants and funding.

The report provided an update on the following schemes; (i) Halifax-Huddersfield A629 corridor (phase 5) (ii) A62/A644 (Wakefield Road) Link Road (iii) A62 Leeds Road Mart Corridor Phase 1 (iv) Holmfirth Town Access Plan (Corridor Improvement Package) (v) Huddersfield Southern Gateways (Corridor Improvement) (vi) Mirfield to Dewsbury to Leeds (vii) North Kirklees Orbital Route (viii) and Huddersfield Station Gateway.

Cabinet noted that there was an agreed Assurance Process for each scheme, administered by the West Yorkshire Combined Authority, which was attached at Appendix 1 of the considered report and detailed the range of programme stages from project feasibility and development to delivery. Additionally it was noted that a Major Projects Board would oversee projects in order to ensure transparency and that a number of decisions would be delegated to the Strategic Director and Cabinet Portfolio Holder.

**RESOLVED -**

(1) That the governance process in relation to grants, funding and future Cabinet approvals be noted.

(2) That the progress made on scheme development to date be noted.

**113 HRA 5 Capital Plan**

Cabinet received a report which sought approval for Kirklees Neighbourhood Housing to progress the delivery of the five year Housing Revenue Account Capital Plan. The report advised that the establishment of the five year plan would set precedence for the delivery of capital programmes, achieve significant savings and deliver significant improvements to council housing and housing estates, as well as providing an opportunity to develop and deploy resources and drive significant local social value through procurement of materials and specialist suppliers.

Cabinet noted that the proposed plan would deliver more property improvements, hence delivering better quality homes for tenants, and environmental improvements

to the surrounding areas, and would support the development of social value and reduced costs.

Paragraph 3.9.4 of the report set out proposals to introduce a number of Key Performance Indicators based upon a number of relevant themes in order to measure performance and effectiveness. The recommended plan and associated capital expenditure was detailed at Paragraph 2.1.

**RESOLVED** - That approval be given for Kirklees Neighbourhood Housing to progress to the delivery of the 5 year Housing Revenue Account Capital Plan.

**114 Corporate Financial Monitoring Report Quarter 2 for 2018/19**

Cabinet received a report which set out financial monitoring information for General Fund Revenue, Housing Revenue Account and Capital Plan as at Quarter 2 (Month 6) 2018-2019.

The report provided an overview of the General Fund, General Fund Reserves, Collection Fund, Housing Revenue Account and Capital. It advised that the Council's General Fund controllable (net) revenue budget for 2018/2019 was set at £291.2m and that the budget included planned (net) revenue savings of £16.2m. A further £3.7m of 'temporary resources' had been added to the in-year budget, reflecting planned drawdown from 'one-off' earmarked reserves to fund a number of 'one-off' deferred expenditure commitments and other developments, including £1.6m from the revenue grants reserve, £1.5m from the revenue rollover reserve and £0.6m from the adverse weather reserve.

Cabinet noted that there was a forecast overspend of £4.8m against the £290.8m revised budget at Quarter 2, equivalent to 1.7% variance against the revised budget. The report advised that the Council was making good progress with a forecast headline delivery of £12.6m against £16.2m of planned savings, equivalent to 78% forecast delivery.

**RESOLVED –**

(1) That the Quarter 2 forecast £4.8m revenue monitoring overspend.

(2) That the expectation that Strategic Directors will identify opportunities for spending plans to be collectively brought back in line within the Council's overall budget by the end of the year, be noted.

(3) That approval be given to the planned use of the £1.86m winter pressures monies as detailed in paragraphs 1.15 to 1.17 of the considered report.

(4) That the forecast planned use general fund earmarked reserves in-year and the forecast year end position of £87.2m be noted.

(5) That the anticipated overall forecast year end surplus of £0.8m on the Collection Fund be noted.

(6) That the Quarter 2 forecast HRA surplus at £894k and forecast reserves position at year end of £53.7m be noted.

**115 Annual Inclusion & Diversity Report & Year 2 Action Plan**

Cabinet received a report, prior to its submission to Council on 12 December 2018, which set out the Annual Inclusion and Diversity Report and Year 2 Action Plan, an update on progress during year one, and the priorities and activities for 2018-2019. The Annual Report and Year 2 Action Plan, which were appended to the considered report, highlighted the progress made in the last 18 months and the areas for improvement which would either form part of the Action Plan, or would be incorporated within a complementary programme of work to support the Action Plan delivery.

Cabinet noted that the Year 2 priorities included expanding the Migration Welcome Mentor Programme to assist migrants in accessing key services, introducing comprehensive Diversity Training and increasing the number of supported internships for students with a learning disability.

**RESOLVED -**

(1) That the Annual inclusion and Diversity Report, and the progress made in Year 1 of the 2017-2021 strategy be noted, and that the priorities as set out in the Year 2 Action Plan be agreed.

(2) That it be noted that the report is scheduled for submission to the meeting of Council on 12 December 2018.

**116 To decommission specialist provision at Headlands CE (VC) JI&N School and deliver the service in a different way – Outcome report**

Cabinet gave consideration to a report which detailed the outcome of the non-statutory consultation to deliver services in a different way and decommission 6 transitional places at Headlands CE (VC) Junior and Infant School.

The report advised that, following the approval of Cabinet on 10 July 2018, a non-statutory consultation was undertaken from 4 September to 1 October 2018 and that a total of three responses had been received, as set out in Appendix C of the considered report.

The report sought authority to publish statutory notices to decommission the 6 transitional places and outreach for children with Autistic Spectrum Disorder, prior to the submission of a further report to Cabinet during January 2019 to enable implementation from 1 February 2019.

**RESOLVED –**

(1) That the responses to the non-statutory consultation proposal to decommission specialist provision at Headlands CE (VC) Junior, Infant and Nursery School, and deliver the service in a different way, be noted.

(2) That Officers be requested to carry out the next stage of the legal process and publish statutory notices to decommission six transitional places and outreach at Headlands CE (VC) Junior, Infant and Nursery School for children with Autistic Spectrum Disorder.

(3) That Officers be requested to report the outcomes of the representations received during the statutory publication period to Cabinet.

**117 West Yorkshire and Harrogate Health and Care Partnership**

Cabinet gave consideration to a report which incorporated a draft Memorandum of Understanding for the West Yorkshire and Harrogate Health and Care Partnership. It advised that its aim was to formalise working arrangements and support for the next stage of the Partnership's development, and provide a basis for partners to collectively negotiate a refreshed relationship between local NHS organisations and national oversight bodies. Additionally, it provided the context for the partnership, including principles, mutual accountability, governance arrangements, and a new approach to assurance and regulation.

Cabinet noted that all partners were being asked to sign-up to the agreements through their own governance structures, and that this process was anticipated to be completed by November 2018.

**RESOLVED –**

(1) That the revisions to the proposed West Yorkshire and Harrogate Health and Care Partnership Agreement – Memorandum of Understanding, as described within the considered report, be noted.

(2) That consideration be given to the Council's support for the proposed partnership arrangements.

(3) That support be given for greater emphasis to take place in the work of the Partnership on prevention and tackling inequalities.

(4) That the Partnership be urged to continue to build stronger relationships with Local Authorities and the wider range of stakeholders beyond the local NHS, including scrutiny, and give consideration to the issues raised through scrutiny and other engagement processes.

(5) That the Chief Executive be authorised to sign the final agreed Memorandum of Understanding on behalf of the Council in due course.

(6) That the Chief Executive be authorised, in consultation with the Service Director of Legal, Governance and Commissioning, to negotiate any ancillary documents to the Memorandum of Understanding and/or any subsequent variations, amendments or extensions to the Memorandum of Understanding and ancillary documents, in consultation with the Leader of the Council and Cabinet Portfolio Holders for Children's Services and Health and Social Care.

**118 Kirklees Health and Wellbeing Plan 2018-2023**

(Under the provision of Council Procedure Rule 36(1), Cabinet received a representation from Councillor Bolt).

Cabinet received the Kirklees Health and Wellbeing Plan 2018-2023, which set out a strategic plan for the delivery of improvements to the health and wellbeing of the Kirklees population over the next five years. The report advised that the Plan also served as the Kirklees 'place based plan', which provided the Kirklees health and care system view into the West Yorkshire and Harrogate Health and Care

Partnership. Cabinet noted that the Plan had been shaped and endorsed by the Integrated Commissioning Board, the Integrated Provider Board, the Health and Care Executive and the Health and Wellbeing Board, and built upon activity already being undertaken by individual organisations or across providers in order to deliver improvements to the health and wellbeing of the Kirklees population.

The report advised of the priorities within the Plan, which included creating communities where people can live and age well, creating integrated person-centred support for most complex individuals and harnessing digital solutions to make the lives of people easier.

**RESOLVED -**

(1) That approval be given to the Kirklees Health and Wellbeing Plan 2018-2023.

(2) That the importance of the plan and its implications be recognised in the development of other plans and strategies.

**119**

**Adult Social Care Offer**

Cabinet received a report which provided detail on the development of the Adult Social care Offer, following a period of public consultation which had taken place earlier in the year which had focussed upon helping people to live more independently, the use of direct payments and the resource allocation system.

Cabinet were asked to give approval (i) for elements of the Care Offer to be rolled out for use, with an intended launch date of 1 March 2019, and (ii) to the proposed implementation plan. Subject to approval, the report advised that progress would be made in proceeding with the delivery of the implementation plan and delivering Care Offer products for adult carers and service users. It advised that, following the launch, a communications and marketing campaign would be delivered in order to raise awareness of the products and to promote and encourage use. It was also noted that data evidencing the effectiveness of the Care Offer would be gathered initially through the Adult Social Care survey, to be undertaken in January 2019, and that follow up data would be gathered in partnership with carer networks.

**RESOLVED -** That approval be given to the launch of the Adult Social Care Offer in March 2019, as detailed within the considered report.

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Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### CABINET

**Tuesday 11th December 2018**

Present: Councillor Shabir Pandor (Chair)  
Councillor David Sheard  
Councillor Masood Ahmed  
Councillor Viv Kendrick  
Councillor Musarrat Khan  
Councillor Naheed Mather  
Councillor Peter McBride  
Councillor Graham Turner

Observers: Councillor Munro

Apologies: Councillor Cathy Scott

**120 Membership of the Committee**

Apologies for absence were received on behalf of Councillor Cathy Scott.

**121 Minutes of previous meeting**

**RESOLVED** - That the Minutes of the meeting of Cabinet held on 2 October 2018, 16 October 2018 and 13 November 2018 were approved as correct records.

**122 Interests**

No interests were declared.

**123 Admission of the Public**

It was noted that Agenda Item 17 would be considered in private session.  
(Minute No. 137 refers).

**124 Deputations/Petitions**

No deputations or petitions were received.

**125 Public Question Time**

No questions were asked.

**126 Member Question Time**

No questions were asked.

**127 2018/19 to 2020/21 Council Capital Plan - Proposed allocation of capital funding from the Directorate for Children's Learning & Early Support baseline sections of the Capital Plan**

Cabinet received a report which (i) provided an update on the Learning and Early Support Special Provision grant baseline section of the Capital Plan following an allocation of further top-up funding announced in May 2018, (ii) sought approval of the allocation of the required capital to the relocation of Ethos College from the

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Learning and Early Support SEN High Level Review funding and (iii) sought approval of the delegation of decisions regarding the Healthy Pupil Capital Fund.

The report detailed the proposal of Ethos College relocating to the former Knowles Hill School site from the Netherhall Learning Campus in order to provide greater flexibility to meet the needs of the children of Kirklees and accommodate more pupils. The maximum cost estimate was £145k, including professional fees and contingencies.

The report also set out details of the Healthy Pupils Capital Fund, totalling £358k, which had been allocated in order to improve the physical and mental health of children and young people by improving and increasing availability of facilities for physical activity, healthy eating and mental health and wellbeing.

### **RESOLVED –**

- (1) That the revised Special Provision Grant allocation, as detailed within the considered report, be noted.
- (2) That the allocation of £145k required capital to the relocation of Ethos College from the Learning and early Support SEN Future Needs review 2018/2019 baseline funding be approved.
- (3) That authority be delegated to the Strategic Director (Corporate Strategy and Public Health) to approve the distribution of the Healthy Pupil Capital Fund (HPCF), subject to consultation with Cabinet Portfolio Holders, and engagement with the Education and Learning Partnership Board.

128

### **Setting and approving Term Dates for Community, Voluntary Controlled and Community Special Schools**

Cabinet gave consideration to a report which sought approval to change the method used for the determination of academic term dates.

The report proposed that the Council ceases to use the current policy, as determined by its Education Committee in 1993, and instead uses the Local Government Association Guiding Principles for setting term dates in Yorkshire and North East regions. It advised that an annual meeting of the region's local authorities would take place to determine an academic calendar with significant similarity.

The report also requested that the decision to determine term dates be delegated to the Service Director for the 2020/2021 term dates and thereafter.

### **RESOLVED –**

- (1) That approval be given to using the recommended LGA Yorkshire and North East regions Guiding Principles for determining term dates for Kirklees community, controlled and community special schools for the 2020/21 academic year, and thereafter.

- (2) That authority be delegated to the Service Director (Learning and Early Support) to set term dates following consultation and engagement with the Education and Learning Partnership Board, and with neighbouring local authorities.

**129 Half Yearly Monitoring report on Treasury Management activities 2018-19.**

Cabinet received a report which provided an update on treasury management activities covering the period 1 April to 30 September 2018. The report provided assurance that the Council's treasury management function was being managed prudently and pro-actively, and that external investments averaged £43.1m during the period, at an average rate of 0.56%. It advised that investments had ranged from a low of £15.8m in April, to a peak of £70.8m in August.

Cabinet noted that the treasury management budget was forecast to underspend by £5.4m in 2018/19, against an annual budget provision of £22.9m due to the change in Minimum Revenue Provision policy, which generated an underspend against baseline of £9.1m and that, of this underspend, it was intended that £4.1m be transferred to financial resilience reserves at year end, with the balance of £5m being released in-year to support additional investment into high needs service in-year.

Further to the report to Council in July 2018, which set out the intention to review current treasury management investment policy and consider options for future investment opportunities, the report included a recommendation to pursue a more diverse portfolio of investment, through the Local Authorities Property Fund, subject to the consideration of risk and accounting treatment, which was still currently being considered via Government consultation.

The report provided an overview of (i) economic context (ii) investment performance (ii) borrowing performance (iii) revenue budget monitoring (iv) prudential indicators and (v) future treasury investment management strategy.

**RESOLVED –**

- (1) That the half-year treasury management performance 2018/2019, as detailed within the considered report, be noted.
- (2) That approval be given to amending the Council's current investment strategy to include the Local Authority Property Fund as a potential investment source.
- (3) That it be noted that Officers will further explore an investment opportunity of between £5m and £10m in the Fund, and that subject to further Government clarification on the statutory override, and other risk considerations, any such proposals be formalised into the forthcoming 2019/2020 Annual Treasury Management Strategy and Annual Budget for further consideration.

**130 A Response to the Ombudsman Report - 13 September 2018**

Cabinet received a report which highlighted the publication of a formal report by the Ombudsman on 2 October 2018 which described the difficulties experienced by a family of a child with special education needs and disabilities, and set out the

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recommendations of the Ombudsman, and the consequent actions that had been taken by the Council.

The report advised that a review of the Special Educational Needs and Disabilities Assessment and Commissioning Team had identified a funding gap and that an additional investment of £500k had now been implemented in order to increase the team's function, capacity and size.

Cabinet noted that feedback from parents had been used to shape the action plan and that a series of ongoing meetings would allow parents to monitor the progress of the review and the action plan. The report advised that the actions focussed on key issues that had been raised by parents and those addressed through the Ombudsman's report.

It was noted that the Council would confirm to the Local Government Ombudsman when its improvement plans had been fully introduced and that an update would be reported to the next meeting of Corporate Governance and Audit Committee.

**RESOLVED** - That the formal Ombudsman report, and the actions completed to date, along with monitoring arrangements, be received and noted.

### 131 **Facilitating the development fixed line broadband services**

Cabinet gave consideration to a report which sought authority to enter into agreements with individual telecommunication network providers of fixed line broadband services.

The report advised that a number of providers of fixed line broadband services were proposing to improve and/or extend their networks within the Borough and that the proposed improvements would include the installation of new electric apparatus on Council land and in Council buildings. It was requested that the authority to enter into agreements be granted in order to facilitate speedier improvements.

Cabinet were advised that the existence of such agreements should save both the telecommunication network providers and the Council both time and money when any improvements to the networks are carried out and create greater appeal to broadband providers to improve their fixed line broadband networks within Kirklees.

Cabinet noted the report and it was requested that, in order to preserve the road surfaces, service ducts be used in all possible cases. More generally, it was requested that consideration be given to providing a specification for common use service ducts.

### **RESOLVED –**

- (1) That approval be given for the Council to enter into arrangements with individual telecommunication network providers of fixed line broadband services which provides for (i) the Council to grant rights to the particular telecommunication network provider to install and maintain apparatus for fixed line broadband services in and over Council owned land and buildings throughout the Council area and (ii) the setting out of procedures for the

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determination of where such apparatus should be installed, and the manner and method in which it shall be installed and maintained.

- (2) That authority be delegated to the Strategic Director (Economy and Infrastructure) to negotiate and agree the terms of any agreement, pursuant to (1) above, with individual telecommunication network providers of fixed broadband services.
- (3) That authority be delegated to the Strategic Director (Legal, Governance and Commissioning) to enter into and execute any agreements as referred to in (1) above, together with any documents and agreements that are ancillary to such agreements.

**132 Children's Interim Sufficiency Strategy & Action Plan (2018-19)**  
**RESOLVED** – Cabinet agreed that the consideration of the item be deferred.

**133 Written Questions to the Leader and Cabinet Members (Reference from Council)**

Under the provision of Council Procedure Rule 12(8), the Cabinet received the following questions from Councillor Munro, which had been referred from the Meeting of Council held on 7 November 2018:

- (i) “We have a great library in Almondbury which is in an historic purpose-built Carnegie library building, for which there is overwhelming local support for the service to remain there. So why are the Council intent on moving it to the Sure Start Centre which will only dilute the service?”

A response was provided by the Cabinet Member for Corporate Services.

- (ii) “My question concerns the Local Plan. The time for responding to the additional modifications proposed by the Inspector closed on October 1<sup>st</sup>. I note that on all Council owned land across Kirklees, the wording: “This site is owned by Kirklees and as such could deliver enhanced affordable housing and green infrastructure and offer design and quality that is of a high standard” has been deleted. I have not seen any recorded comments from Cabinet to suggest that they do not agree with the Inspectors proposed modification.

My question therefore is: How can the Cabinet justify this when there is a backlog of over 6,000 affordable homes required to be built over the next few years to clear the backlog according to the Strategic Housing Market assessment 2016.”

A response was provided by the Cabinet Member for Economy.

**134 Transport Services - 3 year Capital Investment Vehicle Replacement Programme 2018 - 2021**

Cabinet gave consideration to a report which requested that approval be given to a three year Capital Investment Vehicle Replacement Programme. The report advised that there were currently 365 vehicles that were over the replacement age profile, equating to 45.84% of the vehicle fleet, and that following approval of the vehicle

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replacement plan in March 2017, 47 vehicles had been procured and replaced, with vehicle sales generating income of £187k. Cabinet were advised that the 2018-2021 baseline capital of £4m would fund the replacement of approximately 62 vehicles.

The report also requested that the implementation of the programme be delegated to the Service Director, in order to enable the management of the procurement and implementation of the programme, and that all vehicles would be procured and phased into operational service by the end of the 2021 financial year.

(The exempt information at Agenda Item 17 was considered prior to the determination of this Agenda Item (Minute No. 136 refers).

### RESOLVED –

- (1) That approval be given to the continued investment of £4m in the vehicle replacement programme, for the financial years 2018-2021.
- (2) That authority be delegated to the Service Director (Commercial, Regulatory and Operational Services), as outlined in paragraph 2.6 of the considered report, in order to manage the implementation of the vehicle replacement programme within the agreed budget and in accordance with Financial Procedure Rules.

### 134a Pioneer House - Contribution to College Fit Out Works (Late/Urgent Item)

(In accordance with the requirements for the consideration of a late/urgent item the Chair of Overview and Scrutiny Management Committee (i) agreed to the addition of the item to the Forward Plan and (ii) waived the right to call in due to the need for a decision to confirm the allocation of funding to the Pioneer House College fit out works to be confirmed to the college as soon as is possible).

Cabinet received a report which sought permission to revise authority previously given by Cabinet (January 2017) in regards to the underwriting of loan costs by the Council for Kirklees College in respect of Pioneer House.

In regards to the current position, the report advised that the works were progressing well and were due for completion in early 2019, following which the college would undertake an internal fit-out programme of works.

The report sought authority, pursuant to the previous Cabinet decision on 17 January 2017, to revise that decision in order to enable the Council's £2m contribution from the capital plan to be made to the Dewsbury Learning Quarter Scheme, rather than being utilised for funding of up to 50% of the loan from West Yorkshire Combined Authority. The report confirmed that, in accordance with the previous decision, the Council would seek to offset the cost as far as was possible by releasing capital from the sale of land.

Cabinet acknowledged the significance of the iconic building within Dewsbury Town Centre, and confirmed the need to ensure that investment and commitment was

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given to bringing Pioneer House back into use in line with the longer term ambitions to regenerate the town centre.

### **RESOLVED –**

- (1) That authority be given for the payment of a grant of £2m from the Council's capital plan to contribute to the regeneration and bringing back into use of Pioneer House so as to bring about the completion of the Dewsbury Learning Quarter thereby increasing footfall and the regeneration of Dewsbury Town centre.
- (2) That authority be delegated to the Service Director (Legal, Governance and Monitoring) to enter in to all documentation necessary to bring about the ability for the Council to make a grant of £2m to Kirklees College from the Capital Plan.

### **135 Exclusion of the Public**

**RESOLVED** - That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business, on the grounds that they involve the likely disclosure of exempt information, as defined in Part 1 of Schedule 12A of the Act.

### **136 Transport Services - 3 year Capital Investment Vehicle Replacement Programme 2018 - 2021**

(Exempt information within Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, namely that the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that it would not be in the public interest to disclose the information contained within the report as disclosure could potentially adversely affect overall value for money and could compromise the commercial confidentiality of the bidding organisations and may disclose the contractual terms, which is considered to outweigh the public interest in disclosing information).

Cabinet gave consideration to the exempt information prior to the determination of Agenda Item 15 (Minute No. 134 refers).

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Contact Officer: Helen Kilroy

## KIRKLEES COUNCIL

### CABINET

**Tuesday 18th December 2018**

Present: Councillor David Sheard (Chair)  
Councillor Viv Kendrick  
Councillor Musarrat Khan  
Councillor Naheed Mather  
Councillor Peter McBride  
Councillor Cathy Scott  
Councillor Graham Turner

Observers: Councillor Eric Firth

Apologies: Councillor Shabir Pandor (Chair)  
Councillor Masood Ahmed

**137 Membership of the Committee**

Apologies for absence were received on behalf of Cllr S Pandor and Cllr M Ahmed.

**138 Interests**

Cllr C Scott declared an interest in agenda item 10 Review of KNH in that she had a relative who lived in a property owned by KNH.

**139 Admission of the Public**

All items were considered in public session.

**140 Deputations/Petitions**

No deputations or petitions were received.

**141 Public Question Time**

No questions were asked.

**142 Member Question Time**

No questions were asked.

**143 Quarter (2) Corporate Performance Report**

Cabinet gave consideration to a report providing an overview of the Council's corporate performance at the end of Quarter 2 2018/19.

The report outlined a quarterly overview of impact, improvement and risk against each of the seven Kirklees Outcomes, within the context of what was set out in the newly formatted Corporate Plan.

Cabinet raised concerns in relation to the new format of the report and felt that it did not contain enough detail in order for members of the public to be able to understand the content.

**RESOLVED -**

(1) That the report be noted.

(2) That further improvements be made to future reports as indicated at the meeting.

**144 Calculation of Council Tax Base 2019/20**

Cabinet gave consideration to a report seeking approval from Council for the various tax bases, which would apply to the Kirklees area for the financial year 2019/20 in connection with the Council Tax. There were no proposed changes to the current Council Tax Reduction Scheme (CTRS) for 2019/20.

**RESOLVED -**

That the 2019/20 Council Tax base for the whole of the Kirklees area, and the Council Tax bases for the five Parish and Town council areas be referred to the meeting of Council on 16 January 2019 for approval and to form part of the budget process:

Whole of Kirklees 118,708.56  
Denby Dale 5,771.84  
Holme Valley 9,998.83  
Kirkburton 8,910.47  
Meltham 2,820.42  
Mirfield 6,617.91

**145 Council Tax - Empty Property Premium**

Cabinet gave consideration to a report advising that Council could now determine under s11B of The Local Government Finance Act 1992 to increase the premium for long term empty properties from 50% to 100% meaning that owners of those properties would PAY 100% in council tax from 1<sup>st</sup> April 2019.

The report also advised that Council could further determine that in these cases, the 100% premium rate would apply for a further 3 years; on the 5<sup>th</sup> anniversary of the empty status a 200% premium rate could be applied (earliest effective date 1<sup>st</sup> April 2020) and then 300% premium rate after 10 years (earliest effective date 1<sup>st</sup> April 2021).

Cabinet considered the recommendation to Council to make such a determination in respect of 2019/20 and subsequent years.

**RESOLVED -**

(1) That a recommendation be brought before Council that it make the Determination set out below:

“This council determines that in accordance with section 11B of the Local Government Finance Act 1992 it will set a premium that applies the maximum afforded by the Act under sections 11B(1A) (1B) and (1C) with effect from the dates set out in those sections:

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(1a) For the financial year beginning on 1 April 2019 the “relevant maximum” is 100.

(1b) For the financial year beginning on 1 April 2020 the “relevant maximum” is –

- (a) in respect of any dwelling where the period mentioned in subsection (8) ending on the relevant day is less than 5 years, 100;
- (b) in respect of any dwelling where the period mentioned in subsection (8) ending on the relevant day is at least 5 years, 200.

(1c) For financial years beginning on or after 1 April 2021 the “relevant maximum” is— Page 46

- (a) in respect of any dwelling where the period mentioned in subsection (8) ending on the relevant day is less than 5 years, 100;
- (b) in respect of any dwelling where the period mentioned in subsection (8) ending on the relevant day is at least 5 years but less than 10 years, 200;
- (c) in respect of any dwelling where the period mentioned in subsection (8) ending on the relevant day is at least 10 years, 300.

(2) That work commence integrating this into the incentivising of bringing empty property back into use to increase Housing supply.

**146**

### **Review of KNH**

Cabinet considered a report on the outcome of the Council’s independent review of Kirklees Neighbourhood Housing Ltd (KNH) coupled with the KNH Board’s review of governance and to make recommendations on the future direction of the management of the Council’s Housing Service.

Cabinet noted that section 1.0.1 be amended to read “To reduce the number of Board Members from 15 to 9 to be made up of 6 Council representatives and three tenant members”.

Cabinet thanked all the officers within the Council and at KNH for their hard work and commitment to this review.

### **RESOLVED -**

Cabinet approved:-

(1) The recommendations of the KNH Board outlined in 5.2 of the report;

(2) The implementation of the changes to the Articles of Association as set out in Appendix 1 of the report and summarised in 5.2 of the report and in addition to this the council appoints Naz Parkar – Service Director, Growth and Housing – to be delegated with authority to attend the proposed EGM and/or sign any relevant documentation to make the changes on behalf of the council as the sole member of KNH.

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(3) The role of the strengthened Board would be to oversee housing operations and to act as a single purpose vehicle to deliver the housing management and maintenance service.

(4) That Housing Policy and Strategy, housing/asset investment and HRA Business planning matters would be determined by the Council, Cabinet or Council officers with advice from KNH officers;

(5) The Council would establish a specific Housing Strategy Steering Group with cross-party representation to work with the KNH Board and help guide Cabinet decisions. This group would be supported by the Tenant Panel to ensure the tenants' voice is central to decision making.

(6) These arrangements are interim for the next to 12-18 months and will remain under review until the regulatory and legislative landscape begins to settle.

Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### CABINET

**Monday 14th January 2019**

Present: Councillor Shabir Pandor (Chair)  
Councillor David Sheard  
Councillor Masood Ahmed  
Councillor Viv Kendrick  
Councillor Musarrat Khan  
Councillor Naheed Mather  
Councillor Peter McBride  
Councillor Cathy Scott  
Councillor Graham Turner

**147 Membership of the Committee**

All Members of the Cabinet were present.

**148 Interests**

No interests were declared.

**149 Admission of the Public**

It was noted that all agenda items would be considered in public session.

**150 Deputations/Petitions**

No deputations or petitions were received.

**151 Public Question Time**

No questions were asked.

**152 Member Question Time**

No questions were asked.

**153 Healthy Weight Declaration**

Cabinet received a report which sought support for a Healthy Weight Declaration for Kirklees. The report advised that Kirklees Public Health planned to develop and implement a local 'Healthy Weight Declaration' as part of a whole system approach towards tackling obesity and demonstrate a commitment towards a collaborative policy which would have a specific focus upon policies which could impact upon whole populations.

Cabinet were advised that, by signing up to the declaration, the Council and its partners would make a formal and public commitment to support its employees, residents and communities in making healthy choices easier. The report advised that the declaration had been informed by emerging evidence of similar successful approaches in other areas.

It was noted that 22% of 5 year olds and 56% of adults in the Kirklees area were overweight or obese in 2016/17.

The proposed Healthy Weight Declaration was attached as an appendix to the considered report.

**RESOLVED –**

- (1) That it be agreed that development and implementation of the Healthy Weight Declaration, including the timetable as set out at Section 5 of the considered report, be supported.
- (2) That Cabinet's commitment to Championing the Healthy Weight Declaration be noted.
- (3) That the Director of Public Health be delegated authority to finalise the Declaration in consultation with the Cabinet Portfolio Holder.
- (4) That the report be submitted to the meeting of Council on 16 January 2019.

**154 Children's Interim Sufficiency Strategy & Action Plan (2019)**

Cabinet received a report which (i) presented the Children's Interim Sufficiency strategy and Action Plan (2019) and (ii) sought approval for the operation of the Strategy until the end of the 2019 calendar year.

The report advised that, as part of the Council's Improvement Plan, it was committed to producing a Sufficiency Strategy and Action Plan which would set out how to achieve an increase in the availability of local placements for Looked After Children so that they are not placed in care at a distance from their communities. The Interim Sufficiency Strategy and Action Plan, which set out the proposed approach until the end of the calendar year. The key outcomes of the approach were (i) for children to feel confident regarding decisions reflecting their needs and views (ii) for more children being able to stay at home and leave care early and (iii) for more placements of the right kind to be provided, especially family-setting placements.

**RESOLVED –**

- (1) That the Children's Interim Sufficiency Strategy and Action Plan (2019) be noted.
- (2) That approval be given to the operation of the Strategy from the date of this decision until the end of the 2019 calendar year.

Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### CABINET

**Tuesday 22nd January 2019**

Present: Councillor Shabir Pandor (Chair)  
Councillor David Sheard  
Councillor Masood Ahmed  
Councillor Viv Kendrick  
Councillor Peter McBride  
Councillor Cathy Scott  
Councillor Graham Turner

In attendance: Councillor Martyn Bolt  
Councillor Erin Hill

Apologies: Councillor Musarrat Khan  
Councillor Naheed Mather

**155 Membership of the Committee**

Apologies for absence were received on behalf of Councillors Musarrat Khan and Naheed Mather.

**156 Minutes of previous meeting**

**RESOLVED** - The Minutes of the meetings of Cabinet held on 11 and 18 December 2018 were agreed.

**157 Interests**

No interests were declared.

**158 Admission of the Public**

It was noted that Agenda Items 18, 19 and 20 (Minute Numbers 172, 173 and 174 refers) contained private information (in relation to Items 14, 15 and 16 (Minute Numbers 168, 169 and 170 refers) and would be considered in private session if required.

**159 Deputations/Petitions**

No deputations or petitions were received.

**160 Public Question Time**

No questions were asked.

**161 Member Question Time**

Under the provision of Council Procedure Rule 12(8), the Cabinet received the following question from Councillor Hill, which was not dealt with at the previous meeting of Council held on 16 January 2019: "I know Cllr Kendrick is aware of a

## Cabinet - 22 January 2019

case recently where a human trafficking survivor and her six year old son were moved into Kirklees by G4S with three days' notice to the family and no communication with the Council. Despite lobbying from the local MP, the local authority, and the school, this little boy was not able to finish his school term before the family were evicted, and they were left here with little food, no money or phone credit, and no support system. What is the Cabinet member's view on this practice, and is she aware of any other instances where this has happened in Kirklees?"

A response was provided by the Cabinet Member for Children.

Councillor Martyn Bolt referred to a written response received received in relation to the following question not dealt with at the meeting of Council on 16 January 2019:

"Do you value the standing and regular groups which Kirklees facilitates with its residents and user groups?"

Councillor Bolt asked, that given the response affirmed the value of such groups, did the Leader share concerns that the Public Rights of Way Forum had not met since February 2018?

The Leader of the Council advised that he would look into the matters raised.

Councillor Bolt also asked if the Halal Monitoring Committee referred to during the Petition Debate at Council on 16 January 2019 was located in Leicester.

The Cabinet Member, Learning and Aspiration, advised that there were a number of Committees throughout the UK and he would clarify whether it was the Halal Monitoring Committee based in Leicester or Yorkshire which worked with all 5 authorities, further to the meeting.

Councillor Bolt referred to financial information filed on Companies House in relation to the Halal Monitoring Committee Ltd based in Leicester and asked if this was the Committee the Council dealt with, what due diligence had been carried out?

The Leader of the Council advised that he would look into the matters raised.

### **162 Kirklees Economic Strategy**

Cabinet received a report which provided an update on the refresh of the Kirklees Economic Strategy (KES) and asked Cabinet for comments and approval of the final draft text, to take to Council for approval.

The report set out the Council's commitment to supporting the growth of an inclusive and productive economy which created opportunities for everyone, and used innovation to build local wealth. The strategy sought to harness the power of the public, private and third sectors together around the common goal of growing an inclusive and productive economy.

With regards to station re-modelling at Mirfield and Ravensthorpe outlined in Priority 4 within the report, it was noted that whilst the Transpennine upgrade was



dependent on Network Rail investment, the Council would invest its own resources on the back of the upgrade.

**RESOLVED** - That Cabinet noted progress and signed off the revised draft Kirklees Economic Strategy for the consideration of Council.

**163 Dewsbury Town Centre : Strategic Development Framework & Delivery Programme**

Cabinet received a report which sought approval for a Strategic Development Framework to guide the long term development of Dewsbury Town Centre and a Delivery Programme which set out a broad range of actions that would progress the regeneration of the town centre over the next three years and for £525,000 to be spent on programme of public realm works.

The Framework set out a 25 year vision for the town centre, supported by a delivery programme that included projects and actions over the next 5 years and built upon the Strategic Development Framework produced in 2010. The Framework's three key aims were to increase activity in the town; make the town centre more attractive and improve accessibility.

The outlined investment into Dewsbury was welcomed and the importance of partnership working in order to improve the perception of crime and ensuring that people felt safe acknowledged.

A suggestion that environmental and air quality impact be evaluated and referenced on relevant Cabinet reports was welcomed and a range of potential preventative initiatives were highlighted.

**RESOLVED** - That Cabinet:-

1. Approved the Dewsbury Town Centre Strategic Development Framework as described in the report;
2. Approved the Delivery Programme as described in this report;
3. Authorised officers to progress feasibility and development work that would progress the aims and objectives contained in the Strategic Development Framework and Delivery Programme and that this be funded from the 'Aspirational Regeneration of Major Town Centres – Feasibility' part of the Capital Plan and any other relevant sources available; and
4. Approved the expenditure of £525,000 on a programme of works as described in the report, that would improve the appearance of the town centre and that this be funded from the approved Capital Plan allocation for 'Strategic Regeneration of Town Centres – Dewsbury.

**164 Capital Investment for Fire Safety in Council Buildings**

Cabinet received a report which sought approval of a £3m capital budget spread over financial years 2018/19 to 2020/21 for investment in fire safety measures across Kirklees buildings.

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The new Policy set out how the Council would discharge its responsibilities in relation to fire safety across its portfolio of buildings.

**RESOLVED** - That Cabinet:-

1. Approved a capital allocation of £1m per annum - £3m in total - for fire safety improvement works in Council owned buildings as part of the Corporate Landlord Asset Investment baseline section of the Council's Capital Plan over financial years 2018/19 to 2020/21;
2. Noted the schemes undertaken to date and approved the proposed future projects as set out in Appendix A of the report; and
3. Approved the proposed delegated powers as outlined in section 2.9 of the report.

**165**

### **Land at Hart Street/Newsome Road Huddersfield**

Cabinet received a report which sought approval to dispose of the Council's freehold reversion.

The report outlined that the Council had received a request to purchase the freehold reversion to an area of land in Newsome which was currently subject to a long leasehold interest. The current lessee had obtained outline planning permission for residential development on appeal in 2017 and had agreed to sell the leasehold interest to a developer. The developer had also requested to buy the Council's freehold to the land. Local Ward Members had been consulted and details of their objections to the disposal were included within the report.

Whilst Cabinet recognised local ward member objections, permission did exist for the site to bring much needed homes into Kirklees, as well as capital receipts into the Council.

**RESOLVED** - That Cabinet:-

1. Approved the disposal of the Council's freehold interest in the land at Hart Street and Newsome Road shown on the plan attached at Appendix 1 of the report;
2. Delegated authority to the Strategic Director, Economy and Infrastructure and Service Director, Legal Governance and Commissioning, to negotiate and agree terms for the disposal; and
3. Authorised the Service Director, Legal Governance and Commissioning to enter into and execute any agreements or instruments relating to the disposal of the land.

**166**

### **Additional Local Highways Maintenance Funding 2018/2019**

Cabinet received a report which sought approval for an enhanced programme of highway maintenance on Local Community Roads.

The report outlined that the Chancellor had announced as part of the 2018 Budget an additional £420m capital funding in 2018/19 for Highway Authorities to tackle potholes, repair damaged roads and invest in keeping bridges open and safe. Kirklees' allocation was £2,711,000 and the proposal was to allocate this funding where condition surveys showed the greatest need ie Local Community Roads (the unclassified road network).

**RESOLVED** - That Cabinet:-

1. Noted the Council's grant allocation dated 13 November 2018 from the Department of Transport of £2,711,000 as a result of the Chancellor's 2018 Budget for local highways maintenance which would form part of the Council's Highways capital plan to be used before 31st March 2019;
2. Authorised the allocation of the grant funding in paragraph 6.1 of the report, where condition surveys showed the greatest need, namely, Local Community Roads (the unclassified road network); and
3. That the Strategic Director, Economy and Infrastructure, in consultation with the Portfolio Holder for Communities and Environment, be authorised to agree a programme of highway surfacing works to implement paragraph 6.2 of the report.

**167 Annual RIPA update**

Cabinet received a report on the use of the Regulation of Investigatory Powers Act 2000 by the Council since the last report on this and sought approval to an amendment to the RIPA policy. The report outlined that the Council was subject to the requirements of RIPA, which set out how and when a local authority could engage in covert surveillance.

It was noted that the RIPA had not been used in the last year and that steps had been taken to implement a RIPA training programme and raise awareness amongst operational officers.

Further to a question raised regarding the omission of fly tipping from the use of directed surveillance outlined in Appendix 6, the Cabinet Member, Corporate, advised that CCTV surveillance had been used to prosecute fly tippers and that he would clarify the position in relation to covert surveillance.

**RESOLVED** - Cabinet approved the adoption of the amended RIPA policy set out in Appendix 1 of the report in principle, but requested clarification as to the use of covert CCTV in relation to fly tipping.

**168 Dewsbury Townscape Heritage Initiative DTHI-014 – '9 Market Place' Grant Application**

Cabinet received a report which sought approval for a Dewsbury Townscape Heritage Initiative (THI) grant towards improving 9 Market Place, Dewsbury.

The report outlined that during the course of the THI programme, 9 Market Place, prominently located in Dewsbury town centre had become vacant, sold at auction,

suffered a first floor fire and had become increasingly dilapidated. It was highlighted at the outset of the programme as a reserve property and following progression of the neighbouring property of the Black Bull, the owners had now also expressed an interest in a grant.

**RESOLVED** - That Cabinet:-

1. Approved the award of a Townscape Heritage Initiative grant up to the maximum amount specified in Appendix 2 of the report;
2. Delegated authority to the Strategic Director, Economy and Infrastructure, in consultation with the Cabinet Portfolio Holder, to agree the amount of grant and authorise payment of the grant, subject to Heritage Lottery Fund approval, satisfactory completion of the due diligence process and all necessary supporting information being supplied and in accordance with the terms of the grant agreement; and
3. Delegated authority to the Service Director, Legal, Governance and Commissioning, to enter into and seal all grant agreements legal charges and ancillary documents relating to the grant.

**169**

**Proposal to allocate funding from the Learning & Early Support Strategic Priorities Capital Plan for the provision of new pupil places in Huddersfield North**

Cabinet received a report which sought approval to allocate capital funds to build a new 420 place primary school at Clare Hill, Edgerton, Huddersfield.

The report outlined that following the successful delivery of new build primary schools to provide additional school places to serve Huddersfield North West and South West, work was undertaken to develop a new build 420 place, 4-11 age Primary School, to be known as Brambles Primary Academy, on playing fields at Clare Hill, Edgerton to serve Huddersfield North.

The Cabinet Member, Learning and Aspiration, stated that the Council were committed to improving the quality of education in primary schools to give every child the best possible start and ensure that all children had access to high quality school places. The new school represented the final phase of a delivery plan that had created an additional 1,260 additional primary school places for Huddersfield.

The Cabinet thanked officers for their work in developing this site.

With regards to the use of capital funding for academies, it was noted that all new schools automatically became academies under current Government legislation.

**RESOLVED** - That Cabinet:-

1. Approved an overall capital allocation of £9.7m from the Council's Capital Plan for the project as defined in the report, to create a new 420 place primary school building and associated facilities at Clare Hill, Edgerton to serve Huddersfield North;

2. Approved the proposed mix of government grant, Section 106 monies and prudential borrowing as detailed in sections 2.20-2.23 and Appendix B of the report;
3. Noted the information contained in Appendix B of the report which detailed the name of the successful contractor and the agreed contract price, which has been determined through a competitive tender exercise in accordance with the Council's Financial and Contract Procedure Rules; and
4. Delegated authority to the Service Director, Legal, Governance and Commissioning, in consultation with the Service Director, Commercial, Regulatory and Operational Services, to finalise and enact all contractual agreements in relation to the building contract and the land purchase.

**170 Kingsgate Phase 2 Request for Funding from the Property Investment Fund**  
Cabinet received a report which requested loan support from the Property Investment Fund towards the remodelling of the Kingsgate Centre.

The report outlined the importance of Kingsgate to the retail offer in Huddersfield, its strategic location in the town centre and the potential to create a retail and leisure hub. The proposal to remodel the centre to include a cinema and restaurant uses, would increase the time and money that people spent in the town centre and would help to stabilise the uncertain retail environment in which the Kingsgate centre was currently operating.

With regards to the potential impact of the new development on rest of the town, it was noted that this was currently being assessed as part of the forthcoming Masterplan. This would highlight how this scheme and a range of initiatives would fit together and provide a blueprint for the future of the town.

In response to a question raised, it was noted that there was approximately £7-8m remaining within the Property Investment Fund.

**RESOLVED** - That Cabinet

1. Agreed to a loan from the Property Investment Fund for the remodelling of the Kingsgate Centre in accordance with the details set out in the private appendix of the report;
2. That the Strategic Director, Economy and Infrastructure, in consultation with the Portfolio Holder for Corporate, having sought appropriate advice from the Service Director, Legal, Governance and Commissioning and the Service Director, Finance, be authorised to carry out appropriate due diligence on the proposal to offer a loan from the Property Investment Fund; and
3. That the Service Director, Legal, Governance and Commissioning, be authorised to enter into any documentation required to agree the Property Investment Fund loan and to protect the Council's position as lender.

**171 Exclusion of the Public**

To resolve that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business, on the grounds that they involve the likely disclosure of exempt information, as defined in Part 1 of Schedule 12A of the Act.

**172 Dewsbury Townscape Heritage Initiative Grant Application DTHI-014 -9 Market Place**

The information was considered prior to the determination of Agenda Item 14 (Minute number 168 refers).

**173 Proposals to allocate funding from the Learning and Early Support Strategic Priorities section of the Capital Plan for the provision of new pupil places in Huddersfield North**

The information was considered prior to the determination of Agenda Item 15 (Minute number 169 refers).

**174 Kingsgate Phase 2 -Request for funding from the Property Investment Fund**

The information was considered prior to the determination of Agenda Item 16 (Minute number 170 refers).

**KIRKLEES COUNCIL**

**CABINET**

**Tuesday 29th January 2019**

Present: Councillor Shabir Pandor (Chair)  
Councillor David Sheard  
Councillor Masood Ahmed  
Councillor Viv Kendrick  
Councillor Naheed Mather  
Councillor Peter McBride  
Councillor Cathy Scott

Apologies: Councillor Musarrat Khan  
Councillor Graham Turner

**175 Membership of the Committee**

Apologies for absence were received on behalf of Councillors Khan and Turner.

**176 Interests**

Councillors Pandor and Scott declared an 'other' interest in Agenda Item 8 on the grounds that they have family members who are KNH tenants (Minute No. 182 refers).

**177 Admission of the Public**

It was noted that Agenda Item 12 would be considered in private session (Minute No. 186 refers).

**178 Deputations/Petitions**

Cabinet received a deputation and petition from Mr Akooji Badat with regards to a request for the implementation of a minimum wage for taxi drivers.

**179 Public Question Time**

No questions were asked.

**180 Member Question Time**

No questions were asked.

**181 Council Annual Budget Report incorporating Capital, Treasury Management, General Fund, Revenue and Housing Revenue Account**

(The report gave notice to Cabinet Members of the requirements of Section 106 of the Local Government Finance Act 1992 in relation to voting and participation in the meeting).

Cabinet gave consideration the Council Budget Report, prior to its submission to Council on 13 February 2019. The report (i) reviewed the general fund revenue budget strategies over the medium term financial plan and budget proposals to achieve a balanced general fund revenue budget in 2019-2020, and indicative revenue budget forecasts for the following two years (ii) incorporated the

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Government's announcement on the Local Government Finance Settlement for 2019-2020, and considered the level of general fund revenue budget required for Treasury Management and central contingencies (iii) reviewed the current levels of general fund revenue reserves and balances and made recommendations on the level of reserves (iv) incorporated Housing Revenue Account proposals to achieve a balanced HRA in 2019-2020, and indicative revenue budget plan for the following two years, informed by the HRA 30 year business plan (v) reviewed the current levels of HRA reserves, and made recommendations on the level of reserves (vi) reviewed the multi-year plan for capital investment (vii) reviewed the 2019-2020 Treasury Management Strategy, Investment Strategy and Capital Strategy (viii) made recommendations on the Council tax requirement for 2019-2020 and (ix) incorporated a statement of assurance from the Council's statutory s151 officer in relation to the robustness of budget estimates and adequacy of General Fund and HRA reserves.

Having considered the content of the report and the accompanying appendices, it was agreed that the proposed budget be submitted to the meeting of Budget Council for determination.

**RESOLVED** - That the Motion be submitted to the Meeting of Council on 13 February 2019 with a recommendation that;

(i) General Fund Revenue

- the draft Revenue Budget 2019-2022 be approved, as attached at Appendix A
- the forecast levels of statutory and other Council reserves, as set out at Appendix Bii, be noted
- the strategy for the use of balances and reserves be approved (paragraph 2.15 refers)
- a further reassessment of reserves requirements be undertaken at year end and reported to Members as part of the 2018-2019 financial outturn and rollover report (paragraph 2.15.20 refers)
- the Council's continued participation in the North and West Yorkshire business rates pool for 2019-2020 be noted and that approval be given in principle to the new arrangements for the 2019-2020 pool, as set out at Appendix K, with authority being delegated to the Monitoring Officer, in conjunction with the Service Director (Finance), to finalise the new arrangements with the City Solicitor of Leeds City Council (paragraph 2.4.8 refers)
- the Flexible Capital Receipts Strategy for 2019-2020 be re-affirmed (Appendix I refers)
- the Council Tax requirement for 2019-2020 be approved (Appendix I refers)
- the Council's Statutory S151 Officer's positive assurance statement be noted (paragraphs 3.3.1 – 3.3.20 refer)
- the Council's Statutory S151 Officer be given delegated authority to amend how the finally approved precepts are recorded in the Council's revenue budget in line with the final notifications received following decisions by the Office of Police and Crime Commissioner, the Fire and Rescue Authority and Parish Councils, should these be received after 13 February 2019 (paragraph 3.1.3 refers)



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### (ii) Treasury Management

- the borrowing strategy be approved (paragraphs 2.15-2.21 refer)
- the investment strategy be approved (paragraphs 2.22-2.32 refer)
- the policy for provision of repayment of debt (minimum revenue provision/MPR) be approved (appendix C refers, reflecting the changes in policy outlined in paragraphs 2.33-2.37)
- the treasury management indicators be approved (Appendix D refers)
- the Investment Strategy (non-treasury investments) (Appendix E refers) be approved

### (iii) Capital

- the updated Capital Plan 2018-2024 be approved (Appendix A)
- the Capital Strategy (including Prudential Indicators), as detailed at Appendix G, be approved

### (iv) Housing Revenue Account

- the draft Housing Revenue Account Budget for 2019-2022 be approved (appendix A refers)
- the strategy for the use of the Housing Revenue Account reserves, as set out at paragraph 2.18.4, be approved

## 182 **Housing Revenue Account (HRA) Rent and Service Charge Setting and Key Housing Challenges**

Cabinet gave consideration to a report which provided the financial context and basis for the annual setting of rents and service charges within the Housing Revenue Account.

The report advised that the proposed average weekly dwelling rent for 2019 to 2020 would be £68.35, based upon a 53 week billing period and incorporating the compulsory 1% rent reduction. It was proposed that (i) the annual increases to average weekly garage rent and other service charges, as set out within the appendix to the considered report, would continue to be uplifted in line with the Retail Price Index figure, which for 2019/20 was 3.3% and (ii) the charges for Extra Care Services - Intensive Housing Management, would be uplifted by 6% and Extra Care Services – Night Care Service, by 20%.

The report also explained that properties let to new tenants, from 1 April 2019, would be charged at target rent. Cabinet noted that the target rent would generate approximately £8k of additional income during the first three years, based upon 5% stock re-let and an average increase of 52p per property, per annum, in the first year, and that this would generate additional income of £627k over the 30 year life of the HRA business plan.

It was noted that housing tenants would be notified of changes in the charges and be provided with advice on how to access information and support in relation to their housing costs.

### **RESOLVED -**

- (1) That, in order to comply with the requirements of the Local Government and Housing Act 1989 to have a balanced Housing Revenue Account and the

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Welfare Reform and Work Act 2016 to reduce rents payable for social housing by at least 1% from April 2016, approval be given to the proposed rent and service charge changes, as detailed within the considered report, from April 2019 for 2019/2020.

- (2) That approval be given to uplift charges (i) for Extra Care Services – Intensive Housing Management at 6% (between £1.29 and £3.29 per week) and (ii) Extra Care Services – Night Care Service by 20.5% (£2.94 a week), and the proposal to establish a 'discretionary hardship fund' be noted.
- (3) That approval be given to the charging of a target rent on all properties let to new tenants from 1 April 2019, and that it be noted that enhancements to the Council's lettable standard are to be made, with budget provisions having been considered at Agenda Item 7.
- (4) That it be noted that the approval of the above recommendations will ensure that a balanced Housing Revenue Account will be achieved, and that there is compliance with the requirements of the Local Government and Housing Act 1989.
- (5) That the national and local financial challenges as detailed within the report be noted.

### **183 Report seeking approval for Kirklees' School Funding arrangements for financial year 2019-20**

Cabinet received a report which set out details of the arrangements which had been consulted upon for the funding of local schools and academies for the 2019-2020 funding year, and were asked to give consideration to (i) the specific funding factors to be used, and the relative weightings and values of the funding factors (ii) approvals given to exception applications submitted to the Education and Skills Funding Agency (ESFA) (iii) central budget provision within the Dedicated Schools Grant Schools Block of funding, the Central School Services Block and the Early Years Block and (iv) delegation arrangements for mainstream maintained schools.

The report advised that, based upon the ESFA funding timeline, it was expected that the Local Authority would inform maintained schools of their 2019-2020 budget allocations by 28 February 2019, and the ESFA would inform academies by 31 March 2019.

#### **RESOLVED -**

- (1) That the consultative process undertaken in collaboration with Head Teachers, via the Schools Forum, in order to determine the ongoing local approach to the distribution of DSG Schools Block funding for 2019-2020.
- (2) That the Exceptions Applications submitted to the Education and Skills Funding Agency, which were subsequently approved, be noted.
- (3) That approval be given to the submission of the schools funding formula for 2019-2020 (based upon a guaranteed funding rise of at least 1% per pupil in

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comparison to each school's 2017-2018 per pupil baseline) to the Education and Skills Funding Agency.

### **184 Consolidation of Kirklees Council Delivered Early Support Services**

Cabinet gave consideration to a report which provided an update on the end of current contract arrangements and implications for TUPE arrangements for existing staff in the consolidation of contracts to ensure that they were in line with the Early Support Model.

The report advised that the Early Support offer provided early interventions in order to support and build resilience amongst children and families, particularly those which may be considered vulnerable and Cabinet were asked to approve the proposal to consolidate services, thereby aligning the Early Support Strategy and providing consistency and value for money. Further details regarding the arrangement were set out within the exempt appendix to the report.

(Cabinet gave consideration to the exempt information at Agenda Item 12 (Minute No. 186 refers) prior to the determination of this item.)

**RESOLVED** - That the proposal to consolidate services and align the Early Support Strategy, in order to achieve consistency and value for money, be approved.

### **185 Exclusion of the Public**

**RESOLVED** - That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business, on the grounds that they involve the likely disclosure of exempt information, as defined in Part 1 of Schedule 12A of the Act.

### **186 Consolidation of Kirklees Council Delivered Early Support Services**

(Exempt information within Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, namely that the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that it would not be in the public interest to disclose the information contained within the report due to the need to maintain confidentiality regarding financial information relating to contracted authorities)

Cabinet gave consideration to the exempt information prior to the determination of Agenda Item 10 (Minute No. 184 refers).

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Contact Officer: Jenny Bryce-Chan

## KIRKLEES COUNCIL

### CABINET COMMITTEE - LOCAL ISSUES

**Monday 11th February 2019**

Present:

Councillor Peter McBride  
Councillor Naheed Mather  
Councillor Graham Turner

In attendance:

Elizabeth Twitchett, Operational Manager  
Rashid Mahmood, Group Engineer  
Andrew Perry, Senior Engineer  
Karen North, Senior Technical Officer  
Representatives Armitage Bridge Village Association  
Cllr Lisa Holmes  
Peter Knott, Objector  
Richard McDonald, Objector  
Deanna Norman, Objector

**1 Membership of the Committee**

This is where councillors who are attending as substitutes will say for who they are attending.

All Cabinet Members are permitted to act as substitutes in the absence of a Member of the Committee.

**RESOLVED** - All members were present.

**2 Minutes of Previous Meeting**

To approve the minutes of the meeting held on 2 August 2018.

**RESOLVED** - That the minutes of the meeting held on the 2 August were approved as a correct record.

**3 Interests**

No interests were declared.

**4 Admission of the Public**

All items were considered in public session.

**5 Deputations/Petitions**

The Committee received a deputation, from representatives of Armitage Bridge Village Association, which advised of the concerns of residents in relation to road safety issues, traffic congestion and an increasing volume of traffic in Armitage Bridge in respect of Agenda item 8.

## **Cabinet Committee - Local Issues - 11 February 2019**

The Committee received representation from Cllr Lisa Holmes and local residents objecting to Kirklees (TR) (No 11) Order 2018, proposed 'no right turn' from Huddersfield Road, Mirfield into Child Lane and 'No left turn' from Child Lane, Roberttown on to Huddersfield Road in respect of Agenda item 10.

### **6 Public Question Time**

No questions were asked.

### **7 Member Question Time**

No questions were asked.

### **8 Deputation to raise concerns of traffic issues - Armitage Road, Armitage Bridge**

The Committee considered a report which provided a response to the concerns raised by Armitage Bridge Village Association with regard to traffic issues through the village.

In attendance at the meeting, were representatives from the Armitage Bridge Village Association, who addressed the Committee and circulated a document which responded to the report compiled by council officers. The Committee was informed that the Association was concerned about the number of HGV's currently breaking the 7.5 tonne weight restriction and the amount of traffic using Armitage Bridge as a through route and that the solutions proposed by officers were not acceptable. The Committee was further informed that approximately 14,000 vehicles 150 of which are HGVs passed through the village and the combination of factors were causing problems in the area.

The association had proposed a number of solutions including erecting signs to deter HGVs from the village. Reference was made to a scheme introduced in Bristol where residents are able to have a say in how traffic should be managed in their area.

The Committee was informed that local ward councillors and residents were not consulted and asked the Committee to look again at the concerns in conjunction with local residents and ward councillors. Suggestions were made with regard to narrowing the road and that the association would contribute to the cost.

The Chair invited officers to respond to the points raised by the association. The Committee was advised that a meeting had taken place with the association where officers were presented with a comprehensive traffic analysis. The Committee was further advised that one of the biggest problems is drivers ignoring the signs that are in place in preference to following a Sat Nav.

Introducing some of the measures proposed by the association could present engineering difficulties for example, access for the council's refuse vehicles and that a measure limiting access to HGV over the 7.5 tonne limit was already in place.

## Cabinet Committee - Local Issues - 11 February 2019

The average speed through the village from the speed data collected in 2010, showed the average speed as being 23 mph, in addition, there is a low incidence of personal injury in the area. The last incident was in 2013 and looking back 10 years there has only been four recorded incidents.

Cllr Mather, thanked the association for the time and investment they have put into looking at this and advised that she has walked through the village with officers and every suggestion that had put forward had been fully considered.

The Committee did however, agree it would be beneficial to have up to date speed count information and asked that one be undertaken, as the last count was in 2010.

Questions were raised whether the Lockwood Bar Scheme would have an impact, and in response the advice was that at this stage it is not possible to determine if it will make a difference to traffic through the village.

It was agreed that this would be kept under review.

**RESOLVED** - That Armitage Bridge Village Association are:

- a) Commended for their commitment to their local area and thanked for the work they have undertaken to highlight the issues that occur in the area
- b) Informed that there are already measures in place to control HGV traffic through Armitage Bridge and that any physical restriction would be diluted due to access required for specific types of HGVs. This coupled with the fact that the primary function of traffic calming is to manage driver behaviour that leads to road traffic collisions, not to deter through traffic, it is recommended that the scheme is not to be progressed: as it would not deliver the outcome that the residents desire.
- c) Assured that the safety record through the village is good, and on that basis there is no justification for expenditure, over and above that which is highlighted above (next steps), from mainstream budgets. Officers will continue to monitor the situation and, should it change, the issues will be revisited.

### 9 **Deputation to raise concerns of traffic issues - Mill Lane Batley**

The Committee considered a report which considered the findings of an investigation into issues raised following a deputation at Council, from Friends of Mill Lane parent's group, concerning speeding traffic.

The Friends of Mill Lane parent's group had raised concerns with regarding speeding traffic outside Mill Lane Primary School especially at school opening and closing times. To resolve these concerns the group have requested traffic calming measures in the form of a 20 mph speed limit, the introduction of a zebra crossing and pedestrian barriers at the sides of the road to improve road safety. Concerns were also raised about the long term absence of a school crossing patrol outside the school at the junction of Mill Lane and Wood lane.

## Cabinet Committee - Local Issues - 11 February 2019

The Chair invited officers to respond and the Committee was advised that by way of an update the average speed has been recorded as 18 – 22.7 mph and at schools times it doesn't appear to be a major problem. The erection of guard rails would not be feasible, however an engineer will be undertaking an assessment. In addition, a school crossing patrol is currently being recruited.

**RESOLVED** - That Cabinet Committee Local Issues considered the contents of this report and in line with officer recommendations approve that petitioners be informed that:

- a) Speed Counts are to be arranged and any traffic patterns of speeding will be passed to the Police to ask if they can undertake targeted enforcement as resources permit
- b) A zebra crossing cannot be provided, that will meet the needs and expectations of parents crossing to the school, as there is no safe location to install a formal pedestrian facility that meets current design guide standards
- c) The feasibility of guardrail is to be assessed and, subject to no impact on the location the School Crossing Patrol site will be provided if found appropriate
- d) The Council will continue to work to recruit a School Crossing Patrol at this location

### 10 **Objection to Kirklees (TR) (No 11) Order 2018, proposed 'No Right Turn' from Huddersfield Road, Mirfield into Child Lane and 'No Left Turn' from Child Lane, Roberttown on to Huddersfield Road**

The Committee considered a report which outlined the Objection to Kirklees (TR) (No 11) Order 2018, proposed 'No Right Turn' from Huddersfield Road, Mirfield into Child Lane and 'No Left Turn' from Child Lane, Roberttown on to Huddersfield Road.

The Chair invited Cllr Lisa Holmes and local residents to put forward their representation. The Committee was informed that in the past there had never been any complaints and at Roberttown and Little Taylor Hall Lane, things are becoming fraught.

Cllr Holmes questioned when the traffic count in the appended report was undertaken, as it is not a 9-5 community and therefore the count may not be truly representative of traffic movement in the area. There is also an elderly population and peak times have changed. In addition, the information does not show how many collisions there have been and Cabinet should have this information in order to make a decision based on correct information.

The Committee was informed that Cabinet should give consideration to the impact of Kirklees (TR) (No 11) Order 2018, in the context of a reduction in bus services and the changes that will be taking place at Cooper Bridge as these changes will affect communities more than can be imagined.



## **Cabinet Committee - Local Issues - 11 February 2019**

Residents of Lumb Lane also made representation questioning the time of day that the traffic count was undertaken and that there is no accident data. Questions were also raised regarding access to the information on Kirklees website as the link to the meeting information would not work and therefore the meeting was not being advertised correctly.

The Chair invited officers to respond and in addition to the comprehensive response contained in the appended report the Committee was advised that a comprehensive traffic impact assessment was undertaken at the time of the planning application. This information is publicly available on the Planning Portal. There will be an advance scoot system which will enable the junctions to interact with each other. The traffic will always be kept under review and monitored very closely.

The Committee asked that the broken link to the information on the council's website be explore and rectified.

**RESOLVED** - That the objections be overruled and the TRO proposals are implemented as advertised to allow the approved planning conditions to be discharged as originally designed.

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Contact Officer: Alaina McGlade

## KIRKLEES COUNCIL

### APPEALS PANEL

**Thursday 25th October 2018**

Present: Councillor Sheikh Ullah (Chair)  
Councillor Bill Armer  
Councillor Christine Iredale

#### **1 Minutes of Previous Meeting**

**RESOLVED** - That the minutes of the meeting held on Thursday 6th September 2018 be approved as a correct record.

#### **2 Interests**

Cllr Sheikh Ullah declared an Other Interest in Item 4, School Transport appeal (FL), as he knew the appellant. Cllr Ullah advised that he would leave the meeting during consideration of this item.

#### **3 Exclusion of the Public**

That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

#### **4 School Transport appeal (FL)**

This report is recommended for consideration in private because the information contained in it is exempt information within Paragraph 1 of part 1 to schedule 12A of the Local Government Act 1972 as amended by the Local Government (access to Information) variation order 2006. It is considered the report contains information relating to any individual. The public interest in maintaining the exemption outweighs the public interest in disclosure of the information in terms of accountability, transparency and openness in council decision making.

**RESOLVED** - That the appeal be dismissed.

#### **5 School Transport appeal (RP)**

This report is recommended for consideration in private because the information contained in it is exempt information within Paragraph 1 of part 1 to schedule 12A of the Local Government Act 1972 as amended by the Local Government (access to Information) variation order 2006. It is considered the report contains information relating to any individual. The public interest in maintaining the exemption outweighs the public interest in disclosure of the information in terms of accountability, transparency and openness in council decision making.

**RESOLVED** - That the appeal be dismissed.

**6 School Transport appeal (EDE)**

This report is recommended for consideration in private because the information contained in it is exempt information within Paragraph 1 of part 1 to schedule 12A of the Local Government Act 1972 as amended by the Local Government (access to Information) variation order 2006. It is considered the report contains information relating to any individual. The public interest in maintaining the exemption outweighs the public interest in disclosure of the information in terms of accountability, transparency and openness in council decision making.

**RESOLVED** - That the appeal be dismissed.

Contact Officer: Alaina McGlade

## KIRKLEES COUNCIL

### APPEALS PANEL

**Friday 14th December 2018**

Present: Councillor Nosheen Dad (Chair)  
Councillor Bill Armer  
Councillor Christine Iredale

**1 Minutes of Previous Meeting**

**RESOLVED** - That the Minutes of the meeting held on Thursday 25 October 2018 be approved as a correct record.

**2 Interests**

No interests declared.

**3 Exclusion of the Public**

To resolve that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business, on the grounds that they involve the likely disclosure of exempt information, as defined in Part 1 of Schedule 12A of the Act.

**4 School Transport appeal (HA & TA)**

This report is recommended for consideration in private because the information contained in it is exempt information within Paragraph 1 of part 1 to schedule 12A of the Local Government Act 1972 as amended by the Local Government (access to Information) variation order 2006. It is considered the report contains information relating to any individual. The public interest in maintaining the exemption outweighs the public interest in disclosure of the information in terms of accountability, transparency and openness in council decision making.

**RESOLVED** - That the appeals be dismissed.

**5 School Transport appeal (OW & MW)**

This report is recommended for consideration in private because the information contained in it is exempt information within Paragraph 1 of part 1 to schedule 12A of the Local Government Act 1972 as amended by the Local Government (access to Information) variation order 2006. It is considered the report contains information relating to any individual. The public interest in maintaining the exemption outweighs the public interest in disclosure of the information in terms of accountability, transparency and openness in council decision making.

**RESOLVED** - That the appeals be upheld.

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Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### CORPORATE GOVERNANCE AND AUDIT COMMITTEE

**Friday 16th November 2018**

Present: Councillor Hilary Richards (Chair)  
Councillor Carole Pattison  
Councillor Ken Sims  
Councillor Julie Stewart-Turner  
Councillor John Taylor  
Councillor Andrew Pinnock

**1 Membership of the Committee**

Councillor A Pinnock substituted for Councillor K Pinnock.

**2 Minutes of Previous Meeting**

**RESOLVED** - That the Minutes of the meeting held on 7 September 2018 be approved as a correct record.

**3 Interests**

No interests were declared.

**4 Admission of the Public**

It was noted that all agenda items would be considered in public session.

**5 Deputations/Petitions**

None received.

**6 Public Question Time**

No questions were asked.

**7 Corporate Customer Standards Annual Report 2017-18**

The Committee received the Corporate Customer Standards Annual report 2017-2018, which set out details on numbers of complaints received during 2016-2017, and the formal report issued by the Local Government Ombudsman.

The report set out the core areas of improvement which had been identified arising from the publication of the Ombudsman's formal report and it was noted that further details would be submitted to the next meeting of the Committee in January 2019. The Committee were advised that an Improvement Plan had already been considered which would provide an additional £0.5m for improved performance within the service, and would involve parents within the process of designing the service improvements.

The Committee noted the content of the report and it was requested that the wording of paragraph 2.5 be amended so as not to suggest that Licensing and Safety Committee is a method for pursuing complaints. A concern was also raised

## **Corporate Governance and Audit Committee - 16 November 2018**

with regard to school transport provision relating to the capacity of service providers to deliver the required provision, and it was advised that this would be investigated.

Discussion also took place with regards to providing advice to the public on pursuing complaint matters, as detailed in paragraph 4 of the considered report.

**RESOLVED** - That the Corporate Customer Standards Annual report 2017-2018 be received and noted.

### **8 Information Governance Progress Report (Q1 and Q2)**

The Committee received an update report which provided an overview of key information governance events and activities. Headline actions included details of work being undertaken in order to improve the information governance culture within the Council, and also to minimise risk from non-compliance with GDPR, which included (i) reviewing policies, guidance and framework (ii) promoting and updating awareness (iii) implementing initiatives to improve information security and (iv) delivering projects to update procedures for records management.

Discussion took place with regards to (i) compliance with mandatory training requirements and (ii) retention processes for information, specifically in regards to the receipt of comments regarding the Local Plan.

The Committee noted the report and asked that thanks for the work undertaken be conveyed to the Information Governance Team for their support and assistance to staff and Elected Members in complying with sound information governance processes.

**RESOLVED** - That the Information Governance Progress Report (Q1 and Q2) be received and noted.

### **9 Treasury Management - Half Yearly Monitoring**

The Committee received a report which provided an overview of half-yearly treasury monitoring for the period 1 April to 30 September 2018. It was noted that (i) the report provided assurance that the Council's treasury management function was being managed prudently and pro-actively (ii) external investments averaged £43.1m during the period at an average rate of 0.56% and (iii) investments had ranged from a peak of £70.8m and a low of £15.8m.

The report advised that the treasury management revenue budget was forecast to underspend by £5.4m in 2018/2019, against an annual budget provision of £22.9m, due to the change in Minimum Revenue Provision Policy which had generated an underspend against baseline of £9.1m, and that out of this underspend, it was intended that £4.1m transfer to financial resilience reserves at year end, with the balance of the £5m being released in-year to support additional investment into high needs service.

The report provided an overview and key headlines in terms of (i) economic context (ii) investment performance (iii) borrowing performance (iv) revenue budget monitoring (v) prudential indicators (vi) future treasury management strategy and (vii) borrowing and investment general strategy 2018/19.



**RESOLVED -**

- (1) That the half-year treasury management 2018-2019 performance report be noted.
- (2) That the report be referred to the meetings Cabinet on 16 November 2018 and Council on 11 December 2018 with a recommendation that proposals for an amendment in the Council's current investment strategy, to include the Local Authority Property Fund as a potential source, be approved.
- (3) That it be noted that Officers will further explore an investment opportunity of between £5m and £10m in the Fund, and that subject to further Government clarification on the statutory override, and other risk considerations, any such proposals be formalised into the forthcoming 2019/2020 Annual Treasury Management Strategy and Annual Budget for further consideration.

**10 External Audit Progress Report and Sector Update**

The Committee received a progress report from Grant Thornton External Auditors, which set out the progress made on delivering responsibilities. The report also included a summary of emerging national issues and developments and a number of questions to consider in terms of emerging issues to consider.

The report set out the progress made as at 26 October 2018, as detailed within the report. The Committee noted the 2018/2019 timetable for deliverables and that work was on track to submit the Accounts Audit Plan to the meeting of the Committee in January 2019.

**RESOLVED -** That the External Audit Progress report and Sector Update be received and noted.

**11 Risk Management Update Report**

The Committee received a report which set out information on the Council's Risk Management Statement, providing an overview of the current position and actions that were being taken to improve the organisational approach to risk management. The action plan, setting out the risks and mitigation actions, was appended to the considered report.

The Committee noted that many of the risks stated were common to large organisations, but the structure of the information had now been updated, and also included associated Brexit risks. Discussion took place regarding the need to strengthen the risk as identified in the Action Plan at items 3, 7 and 13, which had interconnected components, and the need to reference concerns relating to mitigation measures. The Committee also emphasised the need for arrangements to be put in place to ensure that risk matrix information for individual Council Directorates was regularly updated and requested that an update report be submitted in 6 months' time.

**RESOLVED -**

- (1) That the Risk Management update report be received and noted.

- (2) That the Committee's dissatisfaction with the progress made to date on the implementation of risk management be noted and that appropriate action be taken to progress this prior to the submission of a progress report to the Committee in approximately 6 months.

**12 Quarterly Report of Internal Audit 2018/2019 (Quarter 2)**

The Committee received a report which set out the activities of internal audit during the second quarter of 2018/2019. The report contained information regarding 13 formal opinion based pieces of work, 7 projects and 6 completed audits. It was noted that, overall, 54% of the work had reflected a positive outcome, and that the cumulative positive outcome for the year was 71%.

(The Committee considered the exempt information at Agenda Item 14 (Minute No.14 refers) prior to the determination of this item).

**RESOLVED** - That the Internal Audit Quarterly Report (Quarter 2) be received and noted.

**13 Exclusion of the Public**

**RESOLVED** - That acting under Section 100(A)(4) of the Local Government Act, 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act, as specifically stated in the undermentioned Minute.

**14 Quarterly Report of Internal Audit 2018/2019 (Quarter 2)**

(Exempt information within Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, namely that the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption, which would protect the interests of the Council and the company concerned, outweighs the public interest in disclosing the information and providing greater openness in the Council's decision making.)

The Committee received the Quarter 2 report of Internal Audit, covering the period July to September 2018. The report set out details of internal audit activity and provided an update on the monitoring of progress regarding the implementation of the Annual Governance Statement, and other assurance information.

**RESOLVED** - That the Internal Audit Quarterly Report (Quarter 2) be received and noted.

Contact Officer: Helen Kilroy

## KIRKLEES COUNCIL

### CORPORATE PARENTING BOARD

**Monday 19th November 2018**

Present: Councillor Viv Kendrick (Chair)  
Councillor Karen Allison  
Councillor Donna Bellamy  
Martin Green  
Janet Tolley  
Tom Brailsford  
Steve Comb  
Melanie Tiernan  
Ophelia Rix  
Barry Lockwood  
Colleen Kenworthy

Apologies: Councillor Fazila Loonat  
Councillor John Lawson  
Elaine McShane  
Keith Fielding

#### **1 Introductions and Apologies**

Apologies for absence were received on behalf of Cllrs Lawson, Loonat, Elaine Mc Shane and Keith Fielding.

#### **2 Minutes of previous meeting**

The Board considered the minutes of the meeting held on 24<sup>th</sup> September 2018.

Barry Lockwood advised the Board that he had given comments on the revised Foster Care Handbook but had not received feedback. The Board noted that a meeting was taking place shortly where this would be addressed.

A number of Board Members who were elected members advised that they had not seen any information relating to the Independent Visitors Scheme and agreed that the scheme should be promoted to elected members as soon as possible so that they could help promote the scheme in order to encourage the recruitment of more volunteers.

Steve Comb advised the Board that the Care Leavers Local Offer had now been renamed to "Kirklees Commitment to Care Leavers" and that details of the launch would be circulated to members of the Board when available.

Councillor Kendrick advised the Board that she would shortly be meeting with KAL to discuss the proposal for reduced costs for care leavers to access leisure facilities

## Corporate Parenting Board - 19 November 2018

and agreed to report back to the Board on any developments. Gill Addy, Designated Nurse for Looked after Children and Care Leavers advised the Board that provision was also being made by KAL for reduced rates at leisure facilities for children and young people with mental health issues. Colleen Kenworthy advised the Board that there should be provision for reduced rates at leisure facilities for all looked after children, not just care leavers and Councillor Kendrick agreed to pick this up with KAL.

### **RESOLVED –**

(1) The minutes of the meeting of the Board held on the 24th September 2018 were agreed as a correct record.

(2) That the Independent Visitors Scheme is promoted to elected Members as soon as possible to promote the scheme and to raise awareness.

(3) That the Board receive details of the launch of the Kirklees Commitment to Care Leavers when appropriate.

(4) That the Chair of the Board, Cllr Kendrick, meet with KAL to discuss a proposal for reduced costs for looked after children and care leavers to access leisure facilities.

### **3 Interests**

No interests were declared.

### **4 Admission of the Public**

All items were considered in public session.

### **5 Deputations/Petitions**

No deputations or petitions were received.

### **6 Public Question Time**

No questions were asked.

### **7 Ofsted and Improvement Board update (10.30am)**

The Board considered a verbal update on Ofsted and the Improvement Board presented by Steve Comb, Head of Corporate Parenting.

Steve Comb highlighted the following key issues:-

- The Improvement Board meetings were held on a regular basis and were looking at performance across the Children's Service;
- Ofsted Monitoring visit was scheduled for 4<sup>th</sup> and 5<sup>th</sup> December and they would be focussing on the Duty and Advice Assessment Service;
- Elm Grove Children's Home had received a positive Ofsted report and overall the experience for children and young people at the home was considered by Ofsted to be outstanding.

The Board agreed that staff at Elm Grove Children's Home should be thanked for all their hard work and commitment to making improvements for children and young people at the home.

**Resolved –**

1. That the verbal update on key issues from Ofsted and the Improvement Board be noted.
2. That the staff at Elm Grove Children's Home be thanked for their hard work and commitment in making the improvements to the home and the experience for children and young people.

**8 Performance Monitoring update (10.35am)**

The Board considered a summary report outlining key performance data and highlights for children in care and care leavers up to September 2018, presented by Steve Comb, Head of Corporate Parenting and Janet Tolley, Virtual Head Teacher.

In response to a question from the Board regarding the slight decrease in September of the number of young people in suitable accommodation, Steve Comb explained that there might be some young people who had unfortunately lost their tenancy due to personal circumstances and that there were also young people in the youth offending system for various reasons. Steve Comb further explained that officers had a vested interest to make sure that young people were tenancy ready and did all they could to engage with young people in helping them to plan and prepare for a tenancy. The Board were informed that the Leaving Care Team maintained strong links with the key tenancy providers such as Kirklees Neighbourhood Housing and Fusion Housing.

In response to a question from the Board relating to the fact that some young people could end up in a tenancy in an area that was not suitable for them, Steve Comb explained that as part of the Kirklees Care Leavers Commitment, KNH would always try and place a young person where they wanted to live, however, if the young person lost the tenancy then it could affect the options available in terms of what alternative accommodation could be offered. Cllr Alison agreed to pass details onto Steve Comb of some young people in her ward who were living in accommodation that was unsuitable for them.

In response to a question from the Board regarding the decrease in August of the number of young people being reviewed within statutory timescales, Steve Comb advised that sometimes the young person and/or the carer felt that an alternative placement was needed or preferred to undertake reviews out of school time, for example, during school holidays and that this would affect the data.

In response to a question from the Board asking whether the Placement Support Team took school stability for the young person into account, Steve Comb explained that the service looked at the young person as a whole and would take every possible aspect into account, including school stability. Steve Comb further explained that the young person's carer would also contribute information relating to the young person which would also be taken into account. Janet Tolley advised the Board that the virtual school would always try and make sure that the young person could stay in the same school, but that further work was being undertaken to improve this area. The Board was informed that permanent exclusions were avoided if at all possible and that the virtual school worked jointly with the schools on ensuring that exclusions were an absolute last resort. Janet Tolley advised the

Board that there had not been any permanent exclusions in Kirklees schools since the Virtual Head Teacher had been in post.

**Resolved –**

1. That the updates on Performance within Children's Services be noted.

**9 Annual Report on the health of looked after children (10.50 am)**

The Board considered an Annual Report on the health of looked after children covering the period April 2017 to March 2018, presented by Gill Addy, Designated Nurse for Looked after Children and Care Leavers. The report outlined the work that had taken place over the last year and provided assurance that the Clinical Commissioning Groups (CCGs) were fulfilling their statutory responsibilities.

Gill Addy highlighted the following key issues:-

- Review of health assessment (RHA) process – it was not compulsory for young people to engage in the RHA process and efforts were being made to arrange the reviews at a time convenient for the young person to try and encourage attendance;
- Dental registration – if a young person was registered at a dentist and did not attend, then they could be removed from the register;
- Dental attendance – it was difficult to obtain information advising when a child had been to see a dentist so follow up with the carer would be undertaken in cases where it was showing the young person had not been to a dentist;
- Immunisations – The Team would follow up with the Social Worker or Carer where they could see that a child had not had an immunisation. The team were Actively targeting young people to ensure that meningitis immunisations were carried out when they had not taken place;
- Substance misuse – Health Practitioners were using a different form to record whether a child was dependent or not.

In response to a question by the Board relating to why a LAC nurse was representative at only 4 fostering panels per year, Gill Addy explained that lack of capacity within the team meant that a LAC nurse could not attend all the fostering panel meetings. Tom Brailsford further explained that a GP report would often be submitted to the Foster Panel as part of a child's case.

**RESOLVED –**

1. That the Annual Report on the health of looked after children be noted and Gill Addy be thanked for her contributions.

**10 CAMHS Local Transformation Plan 2018 (11.05 am)**

The Board considered the CAMHS Local Transformation Plan 2018 presented by Tom Brailsford, Head of Joint Commissioning (Children's).

Tom Brailsford advised the Board that the Transformation Plan was broken down into 5 themes, listed below:-

- Promoting resilience, prevention and early intervention for the mental wellbeing of children and young people;
- Improving access to effective support – a system without tiers;

## Corporate Parenting Board - 19 November 2018

- Caring for the most vulnerable;
- To be accountable and transparent;
- Developing the workforce.

The Board was informed that the Transformation Plan would be considered by the Health and Wellbeing Board on the 22<sup>nd</sup> November and they would be asked for comments and approval before the Plan was published.

In response to a question from the Board in relation to the implementation of Thrive Elaborated across the CAMHS provision, Tom Brailsford explained that children had in the past got 'stuck' in the system and this would eliminate the extra tiers of assessment.

In response to a question from the Board in connection to the increased access to prevention and treatment services for underrepresented groups and the large waiting lists, Tom Brailsford advised the Board that there was now a single point of access, that the waiting time was currently 29 weeks but that extra resources had been put in place to make improvements in this area.

Janet Tolley advised that some of the tier 2 services were funded by the virtual school project across the service to ensure that young people were in an emotionally fit state to be education ready.

The Board agreed to send additional comments on the Transformation Plan direct to Tom Brailsford.

### **Resolved –**

1. That the report on CAMHS Local Transformation Plan 2018 be noted.
2. That Board Members send any comments on the report direct to Tom Brailsford.

### **11 CSE and Missing Provision - overview from April to October 2018 (11.20 am)**

The Board considered a report on the CSE and Missing Provision for April to October 2018 presented by Ophelia Rix, Head of Safeguarding and Quality Assurance.

Ophelia Rix informed the Board that the Risk and Vulnerabilities Team was now established and were working closely with the Police. The Board was advised that the team currently had the following resources based with the team:-

- Police Officer;
- Drug and Alcohol Worker from BASE;
- Parent Liaison Officer which was funded by Kirklees but came from PACE and would strengthen the work needed with children suffering from CSE.

Ophelia Rix advised the Board that the team were looking to arrange some briefing sessions with elected members early in the new year to raise awareness of CSE and Criminal Exploitation and the work around the county lines.

The Board welcomed more involvement by the Children's Service with PACE and Ophelia Rix advised that the Team needed to further develop its networks and extend to foster carers.

Ophelia Rix informed the Board that the Team were working with Licensing to on the night time economy and would be undertaking joint visits with the Police in 2019 to public houses, takeaways and hotels to develop and increase awareness on all areas of risk and vulnerabilities, including the county lines.

The Board agreed that the report helped to paint a picture of the current position and what was involved in the work of CSE and noted that the report had recently been shared with the Children's Scrutiny Panel.

Ophelia Rix advised the Board that officers were visiting Primary and Secondary schools to target all young people in order to raise awareness and increase knowledge and understanding of CSE. The Board was informed that roadshows were being held within community hubs to raise awareness and understanding, for example, helping professionals in health centres and refuse collectors to know how to spot potential safeguarding issues and report them.

The Board agreed that elected members needed to be clear and informed on what was happening across Kirklees and within their own communities on CSE and Missing.

**RESOLVED -**

1. The Board noted the report on the CSE and Missing Provision for April to October 2018 and thanked Ophelia Rix for her contributions.
2. That officers continue to work with elected members to raise awareness of

CSE and Missing and what was happening in communities across Kirklees.

**12 Recruitment and Retention of Foster Carers (11.40 am)**

The Board considered a report on the Recruitment and Retention of Foster Carers presented by Andy Quinlan, Service Manager (Fostering).

Andy Quinlan advised the Board that there was a national shortage of foster carers which had led to a dependence on Independent Fostering Agencies (IFAs). The Board noted that other authorities were struggling with recruitment and retention of foster carers and that Rotherham had recently been in the press regarding this issue. The Board was informed that since the appointment of the Service Manager for Fostering and Recruitment Manager, the recruitment process for foster carers had been revamped to look at all aspects of recruitment and retention of foster carers.

Andy Quinlan highlighted the key issues from the report, as follows:-

- events had been held or were planned in order to recruit more foster carers;
- Use of the Kirklees Placement Support Team to develop foster carers skills and assist with difficult placements and challenging behaviour, this was a resource that not all authorities had in place and was therefore something positive to highlight when recruiting foster carers;



## Corporate Parenting Board - 19 November 2018

- Joint meetings were being held between Head of Service, Service Manager (Fostering) and the Kirklees Fostering Network helpline representatives to address helpline issues.

Colleen Kenworthy advised the Board that she had been a foster carer for 10 years and that in her experience the numbers of foster carers had fluctuated during that time. Colleen Kenworth went on to explain that Kirklees was a good Local Authority to work for but that there were still improvements to be made to support to foster carers, but that it was improving. The Board noted that the Foster Carer Handbook was a helpful tool to foster carers.

Steve Comb informed the Board that a dialogue was ongoing between Kirklees, the Kirklees Fostering Network and foster carers to help improve outcomes for children.

### **RESOLVED –**

1. That the report on Recruitment and Retention of Foster Carers be noted and that Andy Quinlan, Service Manager (Fostering) be thanked for his contributions.

### **13 Annual report on Complaints and Compliments for Children in Care (11.50 am)**

The Board considered an Annual report on Complaints and Compliments for children in care presented by Yasmin Mughal and Helen Sanderson, Complaints and Represent Manager.

Yasmin Mughal highlighted the key points from the report, as follows:-

- Complaints resolved at Stage 1 for 2017-18 were down to 152 and each complainant raised more than one issue – this showed a reduction in complaints compared to the previous year due to a number of issues as outlined in the report including change in leadership and visibility of the Complaints Unit staff;
- The focus was now on resolution of the complaint rather than the complaints procedure;
- 50 complaints were received from Children in 2017-18 which demonstrated that young people were aware of and had access to the complaints procedure and did voice their concerns via the Children's Act Complaints Procedure;
- 100% of the complaints from children had been responded to within statutory timescales;
- Lessons and findings identified through complaints were followed up by Managers in staff supervision to inform individual learning and development;
- Training was being put together to help staff develop a better understanding of the issues raised in complaints and how well officers were responding to them, good examples would be shared across the service.

### **RESOLVED –**

1. That the Annual report on Complaints and Compliments for Children in Care be noted and that Yasmin Mughal, Complaints and Represent

## Corporate Parenting Board - 19 November 2018

Manager and Sara Miles, Service Manager (Children and Families) be thanked for their contributions.

### 14 **Update report from CICC and CL Forum and the Pledge (12 noon)**

The Board considered an update report from the Children in Care Council and Care Leavers Forum and the Pledge presented by Sanna Mahmood, Care Leavers Advocate and Melanie Tiernan, Service Manager (Children and Families).

Melanie Tiernan advised the Board that Colin Sloan, LAC Advocacy and Participation Officer, joined the Family Support and Child Protection team in October 2018 and was coordinating the work of Children in Care Council and Care Leavers Forum.

The Board was informed that both the CCIC and CL Forum now had equal membership numbers. Colleen Kenworthy agreed to mention the CCIC and CL Forum groups at the next meeting of the Teenage Support Group, so that they could have a voice which would help them to progress matters within the Local Authority. Ophelia Rix advised the Board that it was important to ascertain how to get the views of children and young people and how they could contribute to service development and a link needed to be made.

Ophelia Rix advised the Board that action plans for the first 6 months of 2019 would be drawn up in the new year for the work of the CCIC and CL Forum.

The Board discussed access by looked after children and care leavers to leisure facilities and other events either free of charge or at a reduced cost. Sanna Mahmood advised the Board that she was working with various external organisations, eg football clubs and public transport companies to get tickets for events and services at a reduced rate. Sanna Mahmood further explained that the team would be arranging Christmas presents for care leavers and would be looking at arranging theatre tickets.

Colleen Callaghan informed the Board that Kirklees Fostering Network, as a charity, supported foster carers and would work together to provide resources and support for young mums and babies.

### **The Pledge**

The Board noted that The Pledge attached to the report had been produced in two formats, one suitable for younger children (7-11) and one for those who were older (12 plus). The Pledge had been launched via email communication from Senior Management and through various teams and copies would be given to all children and young people as well as foster carers and professionals.

#### **RESOLVED –**

1. That the update report from Children in Care Council (CICC) and Care Leavers Forum (CL Forum) and the Pledge be noted.
1. That as part of the Council's commitment as a Corporate Parent, the Board consider how cultural activities taking place within Kirklees venues could be subsidised and offered to looked after children and care leavers.

**15 Updates from Board Members on interaction with Services (12.15 pm)**

The Board considered verbal updates from Board Members on interaction with Services.

Councillor Kendrick gave a summary of events, visits and meetings she had recently attended, as follows:-

- Children's Rights Team
- Met with Ophelia Rix regarding auditing of cases;
- Care Leavers Awards Ceremony;
- National Children and Adult Services Conference on 14<sup>th</sup> November 2018;
- Social Workers Conference on 8<sup>th</sup> November 2018
- Personal Adviser (to Care Leavers) Team meeting on 21<sup>st</sup> November 2018;
- Emergency Duty Team meeting on 21<sup>st</sup> November 2018.

**RESOLVED –**

1. That the verbal updates from the Chair of the Board on interaction with Services be noted.

**16 Corporate Parenting Board Agenda Plan**

The Board considered the Agenda Plan for the remainder of the 2018/19 Municipal year.

**RESOLVED -**

1. That the Agenda Plan for the Corporate Parenting Board during 2018/19 be noted.
2. That the additional agenda items be added to the agenda plan for the 2018/19 municipal year and amendments be made as agreed.
3. That the Governance Officer be authorised to liaise with officers on agreed actions.

**17 Dates of Future Meetings**

That the Board noted the future meeting dates of the Board during the 2018/19 municipal year:

- Monday 21st January 2019, 10.30 am
- Thursday 14<sup>th</sup> February 2019, 10 am
- Monday 11th March 2019, 10.30 am
- Monday 15th April 2019, 10.30 am

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Contact Officer: Helen Kilroy

## KIRKLEES COUNCIL

### CORPORATE PARENTING BOARD

**Monday 21st January 2019**

Present: Councillor Viv Kendrick (Chair)  
Councillor Fazila Loonat  
Councillor John Lawson  
Councillor Donna Bellamy  
Janet Tolley  
Steve Comb  
Ophelia Rix  
Sanna Mahmood  
Gill Addy  
Colleen Kenworthy

Apologies: Councillor Karen Allison  
Jo-Anne Sanders  
Martin Green  
Tom Brailsford  
Melanie Tiernan  
Barry Lockwood  
Keith Fielding

#### **1 Introductions and Apologies**

Apologies for absence were received on behalf of Cllr Allison, Jo-Anne Sanders, Keith Fielding, Melanie Tiernan, Barry Lockwood, Martin Green, Tom Brailsford.

#### **2 Minutes of Last Meeting**

The Board considered the minutes of the meeting held on 19<sup>th</sup> November 2018.

The Board was informed that information relating to the Independent Visitors Scheme had been circulated to all elected members so that they could assist with promotion of the scheme to encourage more volunteers.

The Board was informed that the CAMHS Transformational Plan had also been considered by the Children's Scrutiny Panel on the 14<sup>th</sup> January 2019.

The Board noted that two Briefing Sessions for elected members had been arranged by Ophelia Rix, Head of Safeguarding and Quality Assurance, regarding CSE and Safeguarding on the 28<sup>th</sup> January and 26<sup>th</sup> February 2019.

#### **RESOLVED –**

1. That the minutes of the meeting held on 19<sup>th</sup> November 2018 be approved as a correct record.

**3 Interests**

No interests were declared.

**4 Admission of the Public**

All items were considered in public session.

**5 Deputations/Petitions**

No deputations or petitions were received.

**6 Public Question Time**

No questions were asked.

**7 One Adoption Agency 6 monthly Report (April to Sept)**

The Board considered a 6 monthly report from One Adoption West Yorkshire covering the period April to September 2018, which included comparable data for other West Yorkshire Local Authorities. The Board welcomed Mandy Prout from One Adoption to the meeting.

Mandy Prout advised on an amendment to the report in that the report covered the period April 2018 to September 2018, not 2017 as outlined in the report.

The Board was informed that One Adoption was in the second year of operation and was building positive relationships with staff in the Children's Services within Kirklees. Mandy Prout further explained that there was evidence which showed in practice that there was good joined up working with all social care teams in Kirklees.

The Board was advised that One Adoption had continued to work with Kirklees to create successful placements for children in Kirklees thus avoiding delays for children.

Mandy Prout advised the Board that One Adoption was working with five virtual school heads (VSH) to assist in implementing the new duty placed on VSH in each locality to enable an education worker within One Adoption to work with VSH to help implement the new duty. The Board was advised that one of the main aims of working with the VSH was to help families and prospective adopters to empathise with children early on in terms of the impact on them of trauma and change.

In response to a question from the Board relating to the reduction of numbers of children coming through with a plan for adoption, Mandy Prout explained that less plans had been made for adoption for children in Kirklees which was partly due to the Kirklees Improvement Journey and that Kirklees was investing in 'early doors' work and had been working hard on intervention and assessment to improve outcomes for children and to enable them to stay within their own families wherever possible.

In response to a question from the Board relating to the decrease in the number of families at stage 2 of adoption at the end of quarter 2, Mandy Prout advised that there was often a complex picture relating to a child that could not be seen in the data. The Board was informed that there had been an increase in adoption interest in January 2019 due to positive promotional events which had taken place, including

## Corporate Parenting Board - 21 January 2019

the recent article on Look North. Mandy Prout advised the Board that One Adoption were hoping for a bigger increase in interest for adoption during the first part of 2019.

In response to a question from the Board relating to people dropping out of adoption, Mandy Prout advised that One Adoption were carefully monitoring the drop-out rate of adopters and ensured that every case was followed through.

In response to a question from the Board relating to the progress of the Special Guardianship approach, Mandy Prout advised that One Adoption had been working in partnership with grandparents plus and the five Local Authorities to provide support to special guardians in the region but that this work was still in the very early stages. Mandy Prout agreed to provide an update on the Special Guardianship work within the next report to the Board in July 2019.

In response to a question asking for more information relating to early permanence practice, Mandy Prout explained that this was where adoption was not certain for a child and that they could be placed in fostering until matched with an adopter. The Board was informed that Kirklees had a good approach to this prior to One Adoption and this continued to be an area of strength.

### **RESOLVED –**

1. The Board noted the One Adoption Agency 6 monthly report (April to September 2018) and thanked Mandy Prout from One Adoption for attending the meeting.
2. That the Board consider an update from One Adoption on the joint work taking place between One Adoption, Grandparents plus and the five Local Authorities on providing support for special guardians in the region – July 2019.

- 8 Review of Membership and Terms of Reference of Corporate Parenting Board**  
The Board considered a report requesting changes to the Membership and Terms of the Reference of the Corporate Parenting Board.

### **RESOLVED –**

1. The Board noted the Review of the Membership and Terms of Reference of the Corporate Parenting Board.
2. The Board agreed to amend the Membership of the Board to include the Director of Children's Services, Service Manager (Looked after Children and Leaving Care), Practice Improvement Lead (Family Support and Child Protection), Improvement Partner (Children's Services).

- 9 Ofsted and Improvement Board update**  
The Board considered an update on Ofsted and the Improvement Board presented by Steve Comb, Head of Corporate Parenting. The Board considered the letter from Ofsted following the monitoring visit on the 4<sup>th</sup> and 5<sup>th</sup> December 2019.

Steve Comb informed the Board that Ofsted had advised that Kirklees had made significant progress in improving its initial response to children and young people

## Corporate Parenting Board - 21 January 2019

who needed help and protection. Steve Comb highlighted the following key areas from the Ofsted letter:-

- Ofsted found effective decision making at every level and good independent reviewing officer oversight at the midway review of the child protection plan;
- The workforce was now increasingly stable and there had been a considerable improvement in the recruitment of permanent staff at all levels. The morale of those workers spoken to was good and they felt supported by Managers.

In response to a question from the Board as to whether this was the last monitoring visit from Ofsted, Mel Meggs (Director of Children Services) advised that this was the last monitoring visit and that the service was preparing for a full inspection within the next 6 months.

In response to a question from the Board relating to case notes not always being kept up to date and that this had been flagged by the Children's Scrutiny Panel, Steve Comb advised that there was a case audit system in place where officers met monthly to gather evidence from the audit system. Steve Comb further explained that Liquid Logic had been installed and the data would be further interrogated as staff get more familiar with the new software. Steve Comb advised the Board that there had been some migration of data to Liquid Logic which had created further challenges, that the service needed to identify where caseload practitioners required support and that there was further work to do in this area.

The Board agreed to consider further feedback from the Improvement Board and other monitoring mechanisms in the future.

### **Resolved –**

1. The Board noted the update from Ofsted and Improvement Board and thanked Steve Comb for his contributions.
2. The Board agreed to consider further feedback from the Improvement Board and other monitoring mechanisms in the future.

## **10 Performance Monitoring update**

The Board considered a summary report outlining recent key performance data and highlights for children in care and care leavers up to November 2018, presented by Steve Comb (Head of Corporate Parenting), Janet Tolley (Virtual Head Teacher) and Gill Addy (Designated Nurse for Looked after Children).

Steve Comb highlighted the following key points:-

- The number of children in care remained stable with a reduction of 21 since December 2017, the current number was 631;
- The Placement Support Team was increasingly focussing their work on some of the most vulnerable and troubled young people to help build resilience in placements. Whilst the data showed an improvement over a 12 month period, officers were mindful of the deterioration and impact placement stability had on children and young people and would continue to focus on the retention of staff and consistency in case allocation;



## Corporate Parenting Board - 21 January 2019

- The Legal Gateway and Performance Panel was the key indicator for knowing why children were coming into care;
- Early permanence placements – continued to consider early permanence placements for children with a plan for adoption and had made some improvements in this area in terms of timescales for children;
- There had been a small rise in the number of young people in suitable accommodation since June 2018 and the service was continuing to maintain strong links with KNH and Housing to ensure that suitable accommodation was available in a timely manner.

Janet Tolley highlighted the following key points:-

- The initial Personal Education Plan (PEP) completion rate had increased in September 2018 and all PEPs had been completed within 10 working days of notification to the Virtual School since 1<sup>st</sup> September 2018;
- The Team were monitoring attendance that was less than 70%, were maintaining a strong focus on pupils not in full-time education and wherever possible looking to ensure a return to full-time education as quickly as possible;
- Further work had been undertaken within Children's Homes to increase engagement and support to children, for example, helping them with their homework and supporting their emotional health and wellbeing.

Gill Addy highlighted the following key points:-

- 100% of health assessments had been undertaken for over 5's;
- 100% of all age range were registered with a dentist and up to date with immunisations;
- Good relationship with substance misuse team and working with colleagues within the community to seek better engagement with children and young people and to encourage them to use the outreach services;
- The quality of health assessments had been better for children from other areas as they were carried out in Kirklees.

In response to a question from the Board regarding whether accommodation was suitable from the point of view of the young person, Julie Bragg advised that Children's Social Care had excellent relationships with partners and were quickly made aware of any problems with housing and would try and put this right with Housing colleagues. Julie Bragg further explained that officers would work with the young person to try and secure the most suitable accommodation for them and that care leavers would be eligible for priority banding for housing with no time limit on bidding for properties.

Steve Comb advised the Board that additional funding had recently been secured to fund an additional post to work on supported accommodation for care leavers.

Mel Meggs advised the Board that the Council was currently reviewing the local standards for properties in Kirklees and that care leavers would benefit from this.

The Board agreed to consider monitoring changes in supported accommodation for care leavers in future performance report and agreed to extend an invite to

## Corporate Parenting Board - 21 January 2019

representatives from the Care Leavers Forum to present information to Board on their experiences of living in suitable accommodation.

Colleen Kenworth advised the Board that Teenage Support workers were helping the Kirklees Fostering Network to work with care leavers on suitable accommodation.

### **RESOLVED –**

1. That the update on Performance within Children's Services be noted.
2. The Board agreed to consider monitoring changes in supported accommodation for care leavers in future performance reports.
3. The Board agreed to extend an invite to representatives from the Care Leavers Forum to present information to the Board on their experiences of living in suitable accommodation.

### **11 Overview of number of children in Care**

The Board considered a report on the number and profile of children in care, which included information relating to those children placed outside of the District. The report was presented by Julie Bragg, Service Manager (Children Services).

Julie Bragg highlighted the following key points:-

- Increase in the number of unaccompanied asylum seeking children;
- Reduction of children placed outside of Kirklees District and the service continued to be pro-active in recruiting new foster carers for children within the district;
- A review had been undertaken of children placed outside Kirklees in terms of bringing them back into the area wherever possible.

### **RESOLVED –**

1. The Board noted the report on the number and profile of children in care and thanked Julie Bragg for her contributions.

### **12 Number of children in care with a Youth Offending Order**

The Board considered a report on the number of children in care with a Youth Offending Order covering the period from April 2016 to March 2017, presented by Richard Smith, Youth Offending Team Service Manager.

Cllr Kendrick advised the Board that the Kirklees Safeguarding Children's Board had recently considered a report by the Youth Offending Team and had requested data and case studies on the number of children in the youth justice system.

Richard Smith advised the Board that there had been improved outcomes for children who were supervised by the Youth Offending Team. The Board was informed that data could not be provided for April 2017 to March 2018 as the figures were not yet available. The Board agreed to consider comparative data in September 2019 in order to be able to compare the 2016/17 statistics.

Richard Smith highlighted the following key points:-

## Corporate Parenting Board - 21 January 2019

- There had been a higher percentage of young LAC women supervised by YOT;
- Out of 22 young people, 12 were resident outside Kirklees, 21 were in residential care and only 1 was in local authority foster care;
- Reoffending was at 41% which was slightly above the rate of the general population;
- Out of 2 of the young people currently in custody, 1 was on remand and 1 had been sentenced to custody.

The Board discussed the issue of a young person receiving a criminal record from being involved in the youth justice system and who had been criminally exploited. Richard Smith advised that there were systems in place for making referrals where a young person had been exploited as a result of criminal behaviour. The Board agreed to consider a future report giving an update on the work being undertaken jointly between the Youth Offending Team, Children's Social Care and the Police regarding criminal exploitation to develop systems and to ensure the Council was keeping children safe.

### **RESOLVED –**

1. The Board noted the report on the number of children in care with a Youth Offending Order for the period April 2016 to March 2017 and thanked Richard Smith for his contributions.
2. The Board agreed to consider an update report in September 2019 on the number of children in care with a youth offending order which would provide comparative data for 2017/18.
3. The Board agreed to consider a future report giving an update on the work being undertaken jointly between the Youth Offending Team, Children's Social Care and the Police regarding criminal exploitation to develop systems and to ensure the Council was keeping children safe – date to be determined.

### **13 Independent Visitors Scheme - Quarterly Report (Quarter 3)**

The Board considered a Quarterly report (Quarter 3) on the Independent Visitors Scheme presented by Christopher Berridge, Independent Service Officer.

Christopher Berridge highlighted the following key points:-

- There was 44 young people with an independent visitor and 16 were placed with another Local Authority;
- 7 young people waiting to have an independent visitor and the service aimed to match a child or young person within 3 months of being referred;
- 8 completed applications had been received and the new volunteers would be trained in March 2019.

The Board was informed that marketing was currently underway to recruit more Independent Visitors and Christopher Berridge explained that some information had recently been sent to all Councillors in Kirklees so that they could help to promote the scheme within their wards. The Board agreed to promote the Independent Visitors Scheme and receive a copy of the information sent to all Councillors.

## Corporate Parenting Board - 21 January 2019

Christopher Berridge was informed that members of the public or council employees could apply to become an Independent Visitor as long as they had no conflicts of interest. The Board was informed that the Scheme was under represented by male volunteers.

### **RESOLVED -**

1. The Board noted the Quarterly report (Quarter 3) on the Independent Visitors Scheme and thanked Christopher Berridge for his contributions.
2. The Board agreed to receive information which had been sent to all Councillors regarding the Independent Visitors Scheme and agreed to actively promote the scheme wherever possible to help recruit more volunteers.

#### **14 Marketing Plan for Recruitment of Foster Carers**

The Board considered the Marketing Plan for the Recruitment of Foster Carers which was presented by Andy Quinlan, Service Manager (Fostering).

A number of Board Members advised that they had seen the promotional fostering posters and material around Kirklees and agreed that this was encouraging.

Andy Quinlan highlighted the following key points:-

- Good feedback had been received on the electrical board outside Kingsgate promoting fostering;
- Display stands in Civic Centre 1 and 3, and libraries to engage the public and raise awareness;
- Fostering fortnight – this was a national campaign that was held annually in May and celebrated fostering and numerous events would be held;
- Costa coffee drop ins – developed and started in January 2019;
- Consideration was being given to creating a short (4-5 minutes) animated film to use across Kirklees and wider which could be used on social media platforms and possibly added to the Kirklees fostering pages.

In response to a question from the Board relating to a retention plan for foster carers, Andy Quinlan advised that a number of events had recently been held to celebrate foster carers, for example, Long Service Awards to acknowledge the important work by foster carers. Andy Quinlan further explained that the team were looking at undertaking exit interviews to give an understanding of why people left foster caring.

The Board offered their support for Fostering Fortnight and Andy Quinlan agreed to liaise with the event organisers and report back to the Board.

### **RESOLVED –**

1. That the Marketing Plan for the Recruitment of Foster Carers be noted and that Andy Quinlan, Service Manager (Fostering) be thanked for his contributions.
2. The Board offered their support for the Fostering Fortnight event and Andy Quinlan agreed to liaise with the organisers of the event and report back to the Board.

**15 Future Focus of Corporate Parenting Board and forward agenda plan**

The Board noted the report on the Future focus of the Corporate Parenting The Board considered a report on the future focus and agenda plan of the Corporate Parenting Board for the 2018/19 municipal year and beyond. The Board discussed the following key points in relation to the development and future focus of the Corporate Parenting Board:-

- Directors/Heads of services to attend to discuss how their service areas contribute to corporate parenting;
- Encourage corporate parenting champions for different aspects e.g. early years, health, care leavers, housing, preparing to leave care, work experience etc;
- Consideration to be given to a care experience video for Board members to view;
- Planning for the future (ambitions for children looked after & care leavers) eg Funds for care leavers, facilities for care leavers, semi-independent living, increased & appropriate residential provision, Council Tax reductions;
- What would outstanding look like? The Board could visit a Corporate Parenting Board meeting in another Local Authority that has been rated by Ofsted as outstanding to get ideas.

**RESOLVED –**

1. That the report on the future focus and agenda plan of the Corporate Parenting Board for the 2018/19 municipal year and beyond.
2. The Board agreed that further work should be undertaken to develop the forward agenda plan of the Board to ensure that future focus for the Board was on the wider responsibility of the Council as a corporate parent.
3. Members of the Board agreed to bring forward ideas for future agenda items and areas for further exploration.
4. That the Governance Officer be authorised to liaise with officers on agreed actions.

**16 Updates from Board Members on interaction with Services**

The Board considered verbal updates from Board Members on interaction with Services.

Councillor Kendrick gave a summary of events, visits and meetings she had recently attended, as follows:-

- Visited 5 residential Children's Homes and gave out vouchers for discounts at various social locations, eg restaurants;
- Kirklees Safeguarding Children's Board Training on the 18<sup>th</sup> January regarding children's rights;
- Commitment to Care Leavers Launch on 17<sup>th</sup> January which was overscribed and attended by representatives from Health, Education and Schools;
- Planned visit to Southgate School;
- Visited Woodley School.

The Board suggested that it could consider future updates on progress from the Care Leavers Forum and Children in Care Council.

## Corporate Parenting Board - 21 January 2019

### **RESOLVED –**

That the verbal updates from the Chair of the Board on interaction with Services be noted.

- 17**     **Dates of Future Meetings**
1. That the Board noted the future meeting dates of the Board during the 2018/19 municipal year:
    - Thursday 14<sup>th</sup> February 2019, 10 am
    - Monday 11th March 2019, 10.30 am
    - Monday 15th April 2019, 10.30 am
  
  2. That the Board will consider potential future dates for the meetings during the 2019/20 – date to be determined.

Contact Officer: Jenny Bryce-Chan

**KIRKLEES COUNCIL**

**HEALTH AND WELLBEING BOARD**

**Thursday 22nd November 2018**

- Present: Dr Steve Ollerton (in the Chair)  
Councillor Musarrat Khan  
Carol McKenna  
Richard Parry  
Fatima Khan-Shah  
Helen Hunter  
Jacqui Gedman
- In attendance: Naz Parkar  
Helen Bewsher  
Tom Brailsford  
Phil Longworth  
Owen Richardson
- Observers: Councillor Elizabeth Smaje  
Tim Breedon  
Diane McKerracher  
Catherine Riley  
Tracy Standerline
- Apologies: Councillor Shabir Pandor (Chair)  
Councillor Donna Bellamy  
Councillor Viv Kendrick  
Councillor Kath Pinnock  
Dr David Kelly  
Rachel Spencer-Henshall

**23 Membership of the Board/Apologies**

Apologies were received from the following Board members: Cllr Shabir Pandor, Cllr Kath Pinnock, Cllr Viv Kendrick, Cllr Donna Bellamy, Dr David Kelly, Rachel Spencer-Henshall and Katherine Hilliam.

Emily Parry-Harries attended as sub for Rachel Spencer-Henshall and Dr Nadeem Ghafoor attended as sub for Dr David Kelly.

**24 Minutes of previous meeting**

That the minutes of the meeting held on the 6 September 2018 be approved as a correct record.

**25 Interests**

No Interest were declared.

## Health and Wellbeing Board - 22 November 2018

### 26 Admission of the Public

All agenda items be considered in public session.

### 27 Deputations/Petitions

No deputations or petitions received

### 28 Public Question Time

Cllr Smaje asked a question under agenda item 10.

### 29 Kirklees Safeguarding Adults Board Annual Report 2017-2018

Richard Parry, Strategic Director for Adults and Health, advised that owing to personal circumstances, Mike Houghton-Evans, Independent Chair of the Kirklees Safeguarding Adults Board, was unable to attend the meeting.

In summary the Board was advised that:

- each year the annual report goes to Overview and Scrutiny and, to the Health and Wellbeing Board which has oversight of the activities taking place
- The annual report represents the work of the Board over the past 12 months rather than individual organisations and is a rolling 3-year plan, updated on an annual basis
- The independent chair was appointed in 2015
- the aim is to make sure there is better engagement with public to prevent the risk of harm rather than reacting
- KSAB needs to think more broadly for example modern day slavery.
- an independent peer challenge will be undertaken through Local Government Association that will look at work of the board
- KSAB continues to evolve and carry's out task and finish groups and learning from incidents.

The Board questioned how the conversation with the public takes place and how accessible the report is and if it had been shared with stakeholders. In response, the Board was advised that it goes to multiple organisation's governing bodies, however there is a piece of work to be done with Healthwatch to translate a set of messages. An example was given of the Children's Safeguarding Board's annual report which had been simplified to make it more accessible.

It was suggested that going forward that it might be useful to produce a suite of key public facing documents which are similar in style, formatting and language.

The Board agreed that there should be a special acknowledgement of the late Hazel Wigmore, who was a long standing lay member who contributed to the work of KSAB.



The Board commented that it was a thorough document.

**RESOLVED -**

- a) That the Board receive the Safeguarding Adults Board Annual Report 2017/18.
- b) That a special thank you goes to the late Hazel Wigmore for her contribution to the work of the KSAB

**30 Housing & Health**

Naz Parkar, Service Director for Growth and Housing provided an update on the role of housing in integrated health and social care. The Board was informed that housing has always been a key element of health and social care as housing is a key determinant of health and wellbeing.

The Board was informed that in terms of background:

- Anticipated population growth 47,800 by 2031
- Demand for housing outstrips supplies
- Aging population in Kirklees set to increase by 39% for those aged 85+ and 19/20% increase in the over 65s
- Growing demand in certain groups for example homelessness, Learning Disability, Mental Health and Domestic Violence
- High levels of fuel poverty
- Quality of private rented properties and health and safety risk

Identifying and addressing housing needs through accommodation that is well designed and high quality is vital. In Kirklees, the aim is to build the right homes in the right places that are affordable, high quality and flexible with an adaptable design. It is delivering innovation and growth in conjunction with communities and partners.

The Local Plan will deliver 31,100 properties across Kirklees and the plan will include, extra care accommodation for older people, specialist accommodation for key vulnerable groups and supported housing units. The developing proposals will also include children's homes, temporary homelessness hostel and independent supported living.

The Board questioned whether the transport infrastructure had been factored in and commented that the trains' only serve part of North Kirklees and therefore the bus network will need to be improved. The Board also reinforced the need for detailed discussions with healthcare commissioners and providers about the most appropriate way to ensure those people moving into the new developments have access to the full range of community health services.

The Board thanked Naz Parkar for providing an update and felt that a further timely update should be provided

**RESOLVED** - That Naz Parkar be thanked for providing an update on the role of housing in integrated health and social care and that he be invited back to provide further timely updates on specific issues.

**31**

**Updated Kirklees Joint Strategic Assessment (KJSA) Overview 2018/19**

Owen Richardson advised the Board that the updated Kirklees Joint Strategic Assessment Overview section provides a summary of the KJSA which also signposts to more detailed information. The information being presented takes an asset-based approach and includes new intelligence that was not available last year. Once approved by the Board, it will replace the Kirklees Overview 2017/18.

In summary the Board was informed:-

- As little as 10% of a population's health and wellbeing is linked to access to health care
- There are a number of wider determinants of health to be considered, including the various impacts of deprivation and socioeconomic status, education and the physical and social environments
- Most of the projected increase in population in Kirklees will be in older age groups, leading to an increase in the dependency ratio
- Support from family, friends and the local community helps prevent isolation and loneliness and contributes to good mental wellbeing
- In some wards, people will spend an average of more than 20 years in poor health and most people will spend part of their working life in poor health
- In Kirklees, healthy life expectancy is worse than the national average
- New intelligence from the Kirklees Young People's Survey showed girls tend to be less satisfied, have lower wellbeing and worry more than boys, and that most of the key health-related behaviours have improved since the previous survey in 2014
- Male suicide rates have increased recently and are much higher than female suicide rates; work is ongoing to reduce the number of suicides in Kirklees

The Board raised questions about the definition of healthy life and whether a Yorkshire and Humber trend line could be included in the overview.

The Board was advised that in Kirklees, there are some excellent local strengths, assets and unique features as well as some key health and wellbeing challenges.

**RESOLVED** - That the updated KJSA be endorsed by the Board.

**32**

**Child and Adolescent Mental Health Service (CAMHS) Local Transformation Plan Refresh**

Tom Brailsford, Head of Joint Commissioning, Children attended the meeting to provide an update on the CAMHS Local Transformation Plan Refresh, advising that the plan was currently in draft form until it had been endorsed by the Board.

Cllr Smaje asked a question in respect of the reduction in the number of Autism assessments. In response, Cllr Smaje was advised, that the reduction in assessments was partly due to the loss of non-recurrent funding. Initially, when the funding went in, it brought assessments up to approximately 24 per month, however

## **Health and Wellbeing Board - 22 November 2018**

the lack of this funding has reduced assessments to approximately 19 per month. The Board was advised that the situation is being closely monitoring in conjunction with the CCGs.

The Board was informed that South West Yorkshire Partnership Foundation Trust has invested in a new tool which will cut the Assessment waiting time down and the generic tier 3 waiting time had come down.

The number of priorities in the transformation plan have been further reduced to provide much more focus.

In summary, the Board was further informed that the council had invested in family group conferencing for vulnerable children and Multisystemic Therapy. Northorpe Hall is doing a lot of work with schools. The Children's Survey had highlighted specific needs with LGBT groups and high levels of poor emotional health and wellbeing in girls.

### **RESOLVED -**

- a) That the Board approve the Kirklees CAMHS Local Transformation Plan refresh, 2018
- b) That the Board will continue to maintain a strategic oversight of the plan.

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Contact Officer: Carol Tague

## KIRKLEES COUNCIL

### LICENSING AND SAFETY COMMITTEE

**Friday 23rd November 2018**

Present: Councillor Carole Pattison (Chair)  
Councillor Mahmood Akhtar  
Councillor Karen Allison  
Councillor James Homewood  
Councillor Terry Lyons  
Councillor Amanda Pinnock  
Councillor Mohan Sokhal

Apologies: Councillor Christine Iredale  
Councillor Michelle Grainger-Mead  
Councillor Mumtaz Hussain  
Councillor Manisha Roma Kaushik  
Councillor Cathy Scott  
Councillor Kath Taylor  
Councillor Michael Watson

**1 Membership of the Committee**

Apologies for absence were received from Councillors Michelle Grainger-Mead, Mumtaz Hussain, Christine Iredale, Manisha Roma Kaushik, Cath Scott, Kath Taylor and Michael Watson.

**2 Minutes of Previous Meeting**

The Minutes of the meeting of the Panel held on 10 October 2018 were approved as a correct record.

**3 Interests**

No interests were declared.

**4 Admission of the Public**

That all agenda items be considered in public session.

**5 Deputations/Petitions**

No deputations or petitions were received.

**6 Public Question Time**

No questions were asked.

**7 Licensing Service - Update Report**

The Committee received a report which provided an update on the activities undertaken by the Council's Licensing Service from 1 April 2018 to 31 October 2018.

## Licensing and Safety Committee - 23 November 2018

Members noted the work carried out in relation to the Licensing Act 2003 and were advised that 143 applications had been processed by the Service and 13 applications had been considered by the Licensing Panel since 1 April 2018.

In response to a question regarding the propensity of hearings related to premises in Huddersfield, it was noted that Dewsbury was currently undergoing a programme of regeneration and it was anticipated that there would be a rise in applications following this investment. There had also been a number of applications in the district where representations had not been received, so these had not been referred to the Licensing Panel. The Committee requested that future reports included a breakdown of applications by districts.

In summarising the work undertaken in relation to the Gambling Act 2005, the Committee were informed that the Council had undertaken a review of its 'Statement of Licensing Policy (Gambling)' and the results of the consultation on the revised policy were due to be considered by the Committee later in the meeting. Officers had taken part in a number of targeted multi-agency operations on known problem premises and this had resulted in a premises licence being revoked and a further licence being placed before the Licensing Panel for review in November 2018.

With regards to Hackney Carriage and Private Hire, it was noted that there had been a steady flow of new applications, with 5335 licenses currently in force.

In response to questions regarding licence renewal following the cessation of renewal reminder letters, it was noted that 1400 licenses had been renewed between January – September 2018 and 15 had lapsed. Where a license had been allowed to lapse, the application would be treated as a new application and incur the associated costs and training requirements. However, it was noted that each case would be judged on individual merit to determine if there were exceptional circumstances. A new computer system was due to be introduced shortly and consideration would be given to the introduction of reminder emails.

There was currently an option to renew a licence on a 3 yearly basis but the majority were renewed annually. Whilst the overall cost was cheaper if renewed over 3 years, the upfront payment required could be seen as a deterrent. The Committee were advised that it was not possible to offer payment by instalment as the fee formed part of the application. It was hoped to move to a standard 3 year licence renewal given the costs and efficiency benefits, particularly in relation to appointment times and staffing resources. This would see mutual benefits moving forward, as cost benefits would be passed on to the trade through license fee reductions.

Officers, in conjunction with the Chair of the Licensing and Safety Committee, had continued to work with the hackney carriage and private hire trades to ensure that effective communication and consultation took place. Officers would continue to look at other processes and streamline where possible, but only if public safety would not be affected.

## Licensing and Safety Committee - 23 November 2018

With regards to complaints and enforcement, it was reported that there had been 56 complaints in relation to taxis, 8 concerning licenced premises, 255 service requests to officers and 4 prosecutions.

The Committee were advised of a number of national issues, which included legislation regarding fixed odd betting terminals, the Department for Transport's review of the currently regulatory regime for taxis and private hire as well as HRMC plans to introduce mandatory tax registration for certain licence types.

**RESOLVED** - The Committee noted the report.

### 8 **Review of Licensing Policy Statement (Gambling)**

The Committee received a report which set out the results of the consultation on the Council's draft Licensing Policy Statement (Gambling) and sought the Committee's recommendations to Council for adoption.

As agreed at the Licensing and Safety Committee on 10 September 2018, a consultation on the draft Licensing Policy Statement (Gambling) had been completed. The Committee were informed that 3 responses had been received and these responses had been taken into account in the revised draft policy.

The Licensing Service had worked with Public Health to develop a Local Area Profile (LAP), which provided an assessment of the key characteristics of Kirklees in the context of gambling-related harm. The information presented helped to provide a better understanding of the types of people that may be more vulnerable to gambling related harm and where they were located.

The Committee referred to the Gambling Commission's recent report which highlighted an increase in young people gambling. In response, it was noted that the rise was primarily in areas where gambling was not regulated, such as on-line gaming. It was agreed that consideration would be given as to how the data in the LAP could be interrogated to provide information regarding this specific age group.

In considering the Local Risk Assessment, the Committee noted that the ethnic profile of residents in an area would be considered in conjunction with a number of other risk factors, such as deprivation and the demographics of an area in relation to vulnerable groups and further work would take place with Public Health as to the weighting of risk factors.

With regards to the submission of applications, it was noted that there were opportunities to put additional support in place. One such example was where Leeds City Council recently saw a gambling establishment provide funding to a nearby gambling addiction centre.

The importance of working with schools was highlighted and the Committee were informed that it was planned to include this in the Service's work programme once the new licensing staff were in post.

**RESOLVED** - That the Committee considered the responses to the consultation and revised policy and recommended Council to approve the revised policy as the new Licensing Policy Statement (Gambling) for the next three years.

**9 Designated List of Wheelchair Accessible Vehicles**

The Committee received a report which requested that Members consider the publishing of a designated list of wheelchair accessible hackney carriage, private hire vehicles and commercial vehicles available for hire.

Members were advised that Section 167 of the Equality Act 2010, which came into force in April 2017, provided the Council as a licensing authority with the power to make a list of wheelchair accessible vehicles (designated vehicles). Once the list was published, a number of duties were placed on drivers of designated wheelchair accessible cars, including the duty to carry the passenger while in the wheelchair, offer reasonable assistance and not make any additional charges.

The requirements did not apply to drivers with a valid exemption certificate and Section 166 of the Act allowed the Council to exempt drivers on medical grounds or because the driver's physical condition made it impossible or unreasonably difficult for them to comply with the duties outlined.

Members were informed that unless a driver was exempt, it was a criminal offence not to carry out these duties and the Council would follow up any complaints in relation to this. If justified and the complaint could be proven, the Council would take appropriate action.

**RESOLVED -**

(1) That the Council produce a list of designated wheelchair accessible vehicles pursuant to sections 165-167 of the Equality Act 2010; and

(2) The licensing authority produces guidance in relation to this, including the exemption of drivers from their duties based on medical grounds.



Contact Officer: Penny Bunker

## KIRKLEES COUNCIL

### OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

**Monday 5th November 2018**

Present: Councillor Julie Stewart-Turner (Chair)  
Councillor Gulfam Asif  
Councillor Cahal Burke  
Councillor Elizabeth Smaje  
Councillor Rob Walker

In attendance: David Bundy - Corporate Policy Officer  
Kate McNicholas - Head of Strategy and Service Policy Manager  
Saf Bhuta - Head of Safeguarding and Policy  
Mike Henry - Head of Intelligence and Performance  
Wendy Blakeley - Head of Public Protection  
Russell Williams – Group Leader Licensing and Public Protection  
Samantha Lawton - Operations Manager

#### **33 Minutes of Previous Meeting**

The minutes of the meeting held on 1 October were considered.

**RESOLVED** - The minutes of the meeting held on 1 October 2018 were agreed as a correct record.

#### **34 Interests**

No interests were declared.

#### **35 Admission of the Public**

It was agreed that all items be considered in public session.

#### **36 Inclusion and Diversity Update**

Following an earlier discussion on the issue, the committee received an update report on the progress of inclusion and diversity work presented by David Bundy, Corporate Policy Officer. The report set out the progress in year one of the Councils Inclusion and Diversity Strategy and action plan 2017- 21 and outlined the priorities and activities for the 2018/19 municipal year.

The appended Annual Report highlighted the progress over the last 12 months and identified areas for improvement either as part of the year two action plan or to be picked as complementary programmes of work. The year two plan had been developed in an outcome based, intelligent-led manner. Priority areas identified included high impact work with vulnerable communities, high profile partnership activities such as the diversity awards event. Other priority areas included;

- An increase in the number of supported internships for students with a learning disability

## Overview and Scrutiny Management Committee - 5 November 2018

- Specific focus on jobs at grade 13 or above where the workforce profile data indicated a efficiency in representation of BME, disability and younger people.
- Introduction of a comprehensive diversity training programme for employees and Councillors with a particular focus on managing unconscious bias.
- Expansion of the Council's commissioned migration welcome mentor programme.

In considering the report the committee welcomed the proposed supported internships for people with learning disabilities and asked whether institutions other than those identified in the report, including schools, would be able to be involved at an early stage. Mr Bundy indicated that there was an initial programme and depending on the outcome, opportunities would be rolled out to other institutions in a staged approach. Councillor Walker indicated that it was important to build a longer term relationship with young people that should be developed over a period of time. In querying the sustainability of the proposals, Mr Bundy confirmed that the proposals would form part of budget discussions.

The committee continued to discuss the training for employees and whether each manager should be taking responsibility. Mr Bundy agreed that in previous years benchmarks had not been set and there was a lack of priority around expectations. A manager tool kit is being developed as part of an initial programme to help establish the baseline and set out future expectations. Cllr Asif suggested that as part of further updates the committee should maintain an overview of the progress in developing training and toolkit support.

The committee noted that the Council had become a full member of Inclusive Employers which was the UK's first membership organisation for employers looking to build inclusive workplaces and practices. The committee was keen to understand if there was benchmarking information available from the Inclusive Employers organisation that would help the Council to effectively measure its progress. Mr Bundy indicated that officers would be meeting the regional representative of the Inclusive Employers organisation to explore the benefits and external support that would be available to support the Council. The Council would be working with the organisation to achieve the new Inclusive Standard. The committee was supportive of the Council working towards the achievement of these standards.

The committee welcomed the level of detail provided within the report and asked how the reporting of hate crime incidents was being monitored. Mr Bundy explained that since the issue of enhanced guidance only 3 incidents have been reported. More information was now available on the internet to help support people who wanted to report such crime.

In considering the diversity and equality information by population, the committee noted the limited number of religious groups referenced and suggested that it was worth considering more of the larger religious groups for future reporting.

The committee continued to discuss how the Council was working with partners such as Kirklees Neighbourhood Housing and Kirklees Active Leisure to ensure a joint approach. Mr Bundy indicated that there was broader work to consider partnership approaches. The year two action plan included working with the

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voluntary sector to look at how volunteering might become more inclusive. The Diversity Awards Conference would be partnership based and the Council was looking to work with the Police and the University in building a partnership approach.

The committee welcomed the positive contributions made by some of the employee networks in particular the Young Employee Network and the Black and Minority Ethnic Network. The committee supported the input of additional resources to enhance the contribution of the remaining networks to bring them up to a comparable level.

### **RESOLVED -**

- (1) That David Bundy be thanked for attending the meeting and providing an update on the progress of inclusion and diversity work, including the proposed year 2 action plan.
- (2) That the committee welcomed the work to strengthen the Employee Networks and the positive contribution of some networks. The Committee recommended the targeting of resources to strengthen other employee networks to bring them a comparable level.

### **37 Domestic Abuse Strategy**

The Management Committee considered a further report on the proposals for the development of a revised Kirklees Domestic Abuse Strategy (KDAS). Saf Bhuta, Head of Service for Safeguarding and Quality attending the meeting to discuss the proposed approach with the committee.

The committee noted that the current Domestic Abuse Strategy was being reviewed by the Domestic Abuse Strategic Partnership, using the principles of outcome based accountability to support a refreshed strategy from 2018/19 onward. It was noted that the new strategy would run for a period of 3 years in order to give a proportionate amount of time to implement improvements and to consider future commissioning arrangements.

It was proposed that the current vision remained relevant and would be taken forward as follows;

“In Kirklees, no one has to live in fear of domestic abuse and victims and their families are able to access high quality and timely support delivered by well-trained supportive staff and volunteers. Where there are early indicators of abuse, early intervention and targeted services will aim to reduce the impact on individuals and families.”

It was intended that the visions would be underpinned by 3 main strategic outcomes;

- Victims are safer
- Children are safer
- Perpetrators are supported to address their behaviour

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Each strategic outcome would have an agreed set of measures which would be supported by service specific performance measures.

A supporting action plan would be owned by the Domestic Abuse Strategic Partnership and would focus on the following 5 priorities;

- Partnership working
- Preventing violence and abuse
- Provision of services
- Victim/ survivor support
- Pursuing perpetrators to reduce offending

The report continued to explain the use of data and intelligence as part of delivering a new strategy and also further detail of the consultation with partners on strategy content. It was noted that the final draft of the strategy would be shared with the Domestic Abuse Strategic Partnership in December 2018 with a view to final sign off from the Communities Board by the end of March 2019.

The committee noted that a version of the action plan had been circulated prior to the meeting. The committee discussed the need to ensure an external focus to the strategy and agreed to receive an update on the contingency arrangements for short term funding which was due to come to an end.

The committee was concerned about the limited awareness of contact points for support and as part of the focus of early intervention and prevention work it was important that the Council's website information was up to date, easily accessible and easy to navigate.

Councillor Walker welcomed the work that had been carried out with schools and the strengthening of links with head teachers to support children who had witnessed or been a victim of domestic abuse at the earliest opportunity. It was also suggested that a guide for Councillors would be helpful to improve awareness and understanding.

Councillor Stewart-Turner reported that she was meeting with the Police and Crime Panel shortly and would be following up on the previous concerns raised regarding work with perpetrators.

### **RESOLVED -**

- (1) The committee thanked Saf Bhuta for attending the meeting and providing the opportunity for the committee to inform the refresh of the Domestic Abuse Strategy.
- (2) That given the need for domestic abuse victims to be able to quickly identify where to go for support, the committee recommended that the information on domestic abuse on the Council's website should be updated and enhanced.

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The Management Committee considered a report providing an overview of the council's revised corporate performance management framework. The committee noted that the new framework was being implemented throughout 2018/19 and aimed to improve on the existing performance arrangements by;

- Introducing an outcome focus approach to performance;
- Producing a greater emphasis on understanding impact
- Taking an analytical approach to performance
- Measuring what counts rather than what we have always measured.

The committee noted that a review of the council's corporate performance arrangements had taken place earlier in 2018 and found that the existing performance arrangements were driven by the content of service plans and were action and indicator orientated. The arrangements led to a silo approach and less comprehensive understanding about system issues and interdependencies. They focused largely on process, activity and outputs rather than on quality and outcomes. The new framework aimed to provide members with a quarterly overview with impact; improvement and risk against each of the 7 Kirklees outcomes which was set out in the new corporate plans.

Each outcome was intended to be more forward looking rather than retrospective. It would use both hard and soft intelligence to look across all 7 outcomes. There would be a strategic outcome lead for each of the 7 areas. They would be supported by an intelligence and performance lead who would carry out strategic analysis and work to improve the relevance and representativeness of corporate performance content.

It was intended that consideration be given to the story behind the outcome and direct the reader only to the elements of performance that are currently critical. The target based approach will be replaced by a new framework with a set of analytical tests. The intelligence and performance leads would apply the tests in an unbiased, impartial way to provide assurance to the organisation.

In considering the report the management committee welcomed the move away from the previous indicator driven recording and asked how internal officers would be able to provide unbiased challenge. Mike Henry, Head of Intelligence and Performance advised that the staff were no longer based within separate services and instead formed part of a corporate hub that was not linked to the service provision. They would be able to challenge narrative based on evidence and fact. It was agreed that further consideration needed to be given to the role of Scrutiny and how Councillors could be supported to carry out some of the challenge.

Members of the committee explained previous difficulties and being able to access timely information to inform Scrutiny work. Mr Henry advised that the intelligence and performance team could provide additional support in identifying information relevant to scrutiny work.

### **RESOLVED -**

- (1) That the revised approach to performance management be welcomed.

## Overview and Scrutiny Management Committee - 5 November 2018

- (2) The committee recognised the need to ensure a consistent approach and supported the rollout of the revised system to all areas of the council.
- (3) That prior to consideration of Quarter 2 performance information at the committee meeting in January 2019, all Panel Lead Members be briefed on performance in their portfolio area.

### 39 **Consultation on Kirklees Hackney Carriage and Private Hire Licensing Policy**

The Management Committee considered a report on proposed revisions to the Kirklees Hackney Carriage and Private Hire Policy. It was noted that the policies had been developed in partnership with West Yorkshire Combined Authority and had been approved for consultation. The council had developed an overarching policy encompassing all different aspects of taxi and private hire licensing to reflect good practice. The policy includes a conviction policy and driver training policy.

Wendy Blakeley, Head of Public Protection, explained to the committee that the policy draws together all aspects of taxi and private hire licensing setting out the required standards, expectations, conditions, processes and relevant policies. The purpose and vision of the changes was to ensure a raising of standards and skill amongst taxi drivers in order to protect the public and ensure people across West Yorkshire are transported safely and protected from harm. In addition the vision was that people in Kirklees experienced a high quality, clean, sustainable and green environment as well as an improved customer experience. It was noted that this would enhance the workforce and ensure that as a licensing authority the council is taking its responsibilities against child sexual exploitation and safeguarding extremely seriously and putting appropriate measures in place.

The main changes within the policy related to the convictions policy, driver training and change revised testing standards for hackney carriages and private hire vehicles. In respect of the draft conviction policy, it had been developed by considering the existing policies in place across West Yorkshire and York and the Institute of Licensing Guidance. The policy gives details of the types of issues including criminal and driving convictions that form part of the fit and proper test to help councils assess the potential risk to the public.

Included within the policy was a table indicating the length of time that would normally be required to have elapsed between a conviction and an individual being granted a licence. The report continued to set out the driver training policy and the policy regarding emissions which had been influenced by the councils adoption of the West Yorkshire Low Emissions Strategy 2016-2021.

In considering the proposed revisions to the policy and wider support to license holders it was suggested that the information online needed to be updated to ensure consistent messaging. Councillor Asif asked about how the council was helping taxi drivers to protect themselves and whether the issue of CCTV in cabs had been progressed. Wendy Blakeley confirmed that as part of the training for drivers aspects of personal safety would be included. West Yorkshire was looking to bring together information regarding vehicle specifications including the use of CCTV by the end of the financial year, however they did not wish to hold up the policy work whilst progressing the other areas. Samantha Lawton, Operations Manager explained the legal challenges regarding who had responsibility for data that was

## Overview and Scrutiny Management Committee - 5 November 2018

captured by CCTV. The issue was being considered across the different authorities to develop a strategic approach rather than something ad-hoc.

There followed a discussion on the approach to driver training and proposals to review current practice. It was noted that whilst there would be a core content, each local authority may amend aspects of the training. Training would include language and skills training to ESOL 3 level. It was confirmed that the content of the test would be changed regularly to ensure that answers could not be pre-prepared.

The management committee sought assurance that the safeguarding board would have an input into the consultation process. Russell Williams, Group Leader, confirmed that the safeguarding boards would be consulted and that training would be developed to include child sexual exploitation issues, including how to report suspicions.

Whilst welcoming the proposals to encourage the use of low emission vehicles Councillor Stewart-Turner raised concerns about the age of the vehicles being used as taxis. Russell Williams explained the age limit policy and how this would be embedded as part of vehicle specification work.

The committee confirmed that the intention was for consultation to continue until December/January for a period of 8 weeks. The results would then be presented to the Licensing and Safety Committee in February 2019.

### **RESOLVED -**

- (1) The committee thanked officers for attending to highlight the proposed changes to the Licensing Policy.
- (2) That the committee supports the proposed amendments to the licensing policy and asks that Committee members be notified of the date when the policy will be presented to Licensing Committee.

### **40 Forward Agenda Plan / Date of next meeting**

The Management Committee noted that the next meeting of the committee would be held on Monday 7 January 2019 starting at 9.30 a.m. This would be followed at 1pm by the new year meeting with voluntary co-optees. Issues to be discussed at the meeting in January included the Transformation Programme and a further discussion on crime and disorder issues.

### **RESOLVED -**

- (1) The Committee noted that the next meeting would be held on Monday 7 January 2019 starting at 9.30 a.m.
- (2) The Committee members noted that the co-optees new year event will start at 1.00 p.m. following the OSMC meeting on 7 January 2019.

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Contact Officer: Penny Bunker

## KIRKLEES COUNCIL

### OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

**Monday 7th January 2019**

Present: Councillor Julie Stewart-Turner (Chair)  
Councillor Gulfam Asif  
Councillor Cahal Burke  
Councillor Elizabeth Smaje  
Councillor Rob Walker

In attendance: Councillor Naheed Mather – Cabinet Member,  
Communities and Environment  
Carol Gilchrist – Head of Communities  
Chris Walsh – Performance Lead – Communities  
Lee Hamilton – Safer Kirklees Manager  
Inspector Lee Carlson – West Yorkshire Police  
Will Acornley – Head of Operational Services  
Liz Twitchett – Operations Manager  
Rachel Spencer-Henshall – Strategic Director Corporate  
Strategy, Commissioning and Public Health  
Mike Henry – Head of Intelligence and Performance  
Penny Bunker – Governance and Democratic  
Engagement Manager

**41 Minutes of Previous Meeting**

**RESOLVED** - The Minutes of the meeting of the Committee held on 5 November 2018 were agreed as a correct record.

The Committee ratified the wording of two recommendations in respect of employee networks and promotion of domestic abuse support, for submission to Cabinet for consideration.

**42 Interests**

No interests were declared

**43 Admission of the Public**

The Committee agreed that all agenda items would be considered in public session.

The Committee further agreed to consideration of a late urgent item on Kirklees representation on the Regional Joint Health Scrutiny Committee Working Group.

**44 Kirklees Communities Partnership Plan 2018 - 2021**

The Scrutiny Committee considered an update on the progress made in delivering the priorities set out in the Kirklees Communities Partnership Plan 2018-2021.  
Councillor Naheed Mather, Cabinet Portfolio Holder, Carol Gilchrist, Head of

## Overview and Scrutiny Management Committee - 7 January 2019

Communities, Chris Walsh, Performance Lead – Communities, Lee Hamilton, Safer Kirklees Manager and Inspector Lee Carlson of West Yorkshire Police attended for this item. The Management Committee noted that the Partnership Plan was produced on a three yearly basis to coordinate partnership working to make Kirklees Communities Safer and more cohesive.

The current partnership plan was divided into four outcome themes which were:

- Reducing crime
- Tackle anti-social behaviour
- Protecting people from serious harm
- Improving place

The partnership plan set out the key issues to be addressed within each of the theme areas, how they would be delivered and how the effectiveness would be measured. The plan reflected the Safer Kirklees approach of a preventative focus and early resolution of issues. In addition to the plan the Committee received a written update on the work underway to develop action plans to underpin the delivery of the strategy.

The Management Committee discussed the approach to supporting young people at risk of escalating to anti-social and criminal behaviour. Workshop work in schools was outlined together with the intention of the Police and Crime Commissioner to expand work to support vulnerable people including young people. The Management Committee considered it important that there was a joined up approach to ensure that as many schools as possible took advantage of the support offer.

In discussing how elected members could share information regarding activity within their communities, there was concern that the work of the previous neighbourhood management groups had left a gap in councillor awareness and the opportunity to input local intelligence. Carol Gilchrist explained that there was work underway to talk to councillors about different approaches to communication. Councillor Smaje suggested that where there was a particular problem within a ward and officers were meeting with partners to discuss the issue then councillors should be invited to be part of the meeting so they could input information and understand what the approach would be to addressing the issue. Councillor Mather agreed to look in more detail at what was suggested with a view to being clear on the intentions to work with ward councillors.

The Management Committee recognised that there was a resource issue in replicating the previous NMGs approach. Councillor Asif stressed the importance of getting accurate information into communities to prevent social media myths from being cascaded within communities and distorting the facts.

Councillor Stewart-Turner supported the intention to develop interventions that were sustainable and take account of what works locally, ensuring that local people are at the heart of this through building community capacity. Councillor Stewart-Turner emphasised the need for council policies to join up to ensure that where local people were part of the solution, contradictory policies did not hinder progress.

### RESOLVED –

- (1) That Councillor Naheed Mather and officers be thanked for attending the meeting and reporting on the delivery of the Kirklees Partnership Plan.
- (2) The Committee recommended that when meetings are held between council officers and partners to consider specific community issues within a ward, then Ward Councillors should be invited to attend to contribute local intelligence and to be aware of any agreed actions and way forward.

#### 45 **Update on CCTV Operation in Kirklees**

The Committee considered a report which provided an update on the Council's CCTV and out of hours operations which were part of economic resilience work. A copy of a report to Cabinet from April 2017 was included to provide background to what had been approved to date.

It was noted that the Council was committed to creating a resilient 24 hour centre at Civic Centre 3 with services moving from Flint Street into Civic 3 once necessary works had been completed. Phase 1 had been completed in November 2017 with the Council's CCTV service and Kirklees Direct out of hours team merging to create the new 24 hours service team. The budget for the 24 hour service was being maintained until additional funding streams could be secured to take forward the remaining works. It was anticipated that this would happen in Summer 2019. Will Acornley, Head of Operational Services and Liz Twitchett, Operational Manager attended the meeting to answer the Committee's questions.

The Committee welcomed the report and the evidence that progress was being made in this area. The Committee continued to explore issues of coverage of CCTV cameras and the need for 24hour monitoring. It was indicated that some cameras were available for 24 hours but it was intended to expand capacity and a replacement schedule was being considered.

Councillor Asif commented that with the increase of domestic CCTV the options for agreeing with private citizens that camera footage could be made available in some circumstances as part of the network coverage, should be explored. It was suggested that some sort of database of cameras could be developed. In response Mr Acornley suggested that there were complexities related to general data protection regulations, however with the current cooperation between partner agencies it was possible to live track an individual.

When considering the statistical information Liz Twitchett advised the Committee there were 152 CCTV cameras around the Kirklees district and in 2017 912 arrests had resulted from the support provided through CCTV.

The Committee continued to explore the updating of cameras, using Huddersfield Town Centre as an example. Ms Twitchett explained that there was a full maintenance contract which meant that all cameras were serviced every year and

## Overview and Scrutiny Management Committee - 7 January 2019

that was supported by a replacement programme. There was currently no budget allocation to update or provide additional cameras. Councillor Stewart-Turner asked how CCTV could be used in environmental crime and Mr Acornley said there was open spaces CCTV in use, for example on bin wagons etc and the Council was in the process of looking at a mobile system for fly tipping hotspots. A new mobile CCTV vehicle was also in operation, with a particular environmental focus.

### RESOLVED –

- (1) The Committee thanked Will Acornley and Liz Twitchett for the update on the approach to CCTV in Kirklees.
- (2) That a further progress report be considered by the Management Committee in 6 months time.

### 46 Scrutiny of Corporate Performance Reporting

The Management Committee received a copy of the Quarter 2 Corporate Performance Report in order to consider the new format and approach to performance information and consider the future approach to scrutiny of the information.

In considering the Quarter 2 report, members welcomed the ability to see what the Council was achieving as well as identifying areas where attention was being focused. Some members of the committee welcomed the pictorial information whilst others found it difficult to understand.

The Committee agreed that it would be appropriate for Panel Lead Members to meet with Intelligence and Performance Leads to look at the areas that fell within each Scrutiny Panel's remit and identify what might be appropriate for Panels to consider and look at in more detail.

Councillor Smaje said it was difficult to identify timeframes from the information and it would be helpful if new information was highlighted. There was a discussion about the need for Scrutiny to have the information in a more timely way so that it was not out of date before Scrutiny Members had the opportunity to consider it. It was agreed that officers would look at these issues.

Councillor Walker identified that there was no reference to the inclusive growth group within the performance report and it was suggested that this was a high priority for the Council Leader and should be incorporated. The Committee also thought it would be helpful if documents that were referenced within the report could include an electronic link for readers who wished to look in more depth at an issue.

### RESOLVED –

- (1) That the Committee recognises the hard work that has been required to start to implement a revised approach to corporate performance management and commends the progress made.

## Overview and Scrutiny Management Committee - 7 January 2019

- (2) That Lead Members meet with performance leads in their panel portfolio areas to agree how they wish to scrutinise performance information.
- (3) That the Scrutiny Committee continues to maintain an overview of progress in implementing the new approach with a further update in six months.

### 47 Scrutiny Lead member Reports

The Management Committee considered progress reports from each of the Scrutiny Panel Lead Members and the Chair of Scrutiny.

In respect of the Children's Scrutiny Panel, Councillor Cahal Burke updated on the ongoing Ad Hoc Scrutiny Panel work to look at Elective Home Education in Kirklees. He also reported on recent work to look at Special Educational Needs and Disabilities which had included discussions with parents in venues across Kirklees. An additional meeting to receive an update on the progress in tackling child sexual exploitation in Kirklees was being scheduled as soon as possible.

Councillor Smaje highlighted issues from the Health and Adult Social Care Scrutiny Panel work programme including the discussion on winter pressures and a meeting to look at Foetal Alcohol Syndrome. It was noted that the issue had been raised by a member of the public who was very grateful that the Scrutiny Panel had chosen to look at the issue in Kirklees. The discussion resulted in a number of recommendations to Health Commissioners. The Committee noted that the next meeting of the Calderdale and Kirklees Joint Health Scrutiny Committee was likely to be in February 2019.

Councillor Asif updated on the work of the Corporate Scrutiny Panel which had included an overview of the Council's People Strategy and an update on the progress made in relation to the agreed recommendations of the Democracy Commission. Councillor Asif informed the Committee that the Local Government Association was going to deliver a workshop on commercialisation in Local Government early in 2019. Councillor Asif wished to place on record his thanks to Alaina McGlade for her help and support with the Scrutiny Panel prior to moving to a new post in another Council service.

Councillor Rob Walker highlighted the work of the last two months of the Economy and Neighbourhoods Scrutiny Panel which had included looking at the Economic Strategy and starting to look at strategies for town centres, in particular Huddersfield and Dewsbury. Councillor Walker identified that it would be difficult to look at smaller towns this year but his intention was that the issue would roll forward into 2019/20. In December the Panel had looked at the draft Green Space Strategy and received an updating on rough sleeping and the Councils Severe Weather Emergency Protocol. The Green Space Strategy reflected not just the Council's view but also representation from Natural Kirklees and groups with a green focus.

Looking forward the Committee would be returning to the refresh of the Kirklees Economic Strategy and inclusive growth and social value to consider the progress made. The Panel would also look at the Homelessness and Rough Sleeping

## Overview and Scrutiny Management Committee - 7 January 2019

Strategy consultation which would be considered by Cabinet in February before presentation to Council in March. The Panel was planning an initial presentation on the current position regarding Waste Minimisation in Kirklees, as a baseline for future Panel work.

Councillor Asif raised issues regarding food waste policies and consideration of waste minimisation as part of the development of new homes. Councillor Walker indicated that these issues were part of the scope of the work of the Panel.

Councillor Stewart-Turner reported on her activities as Chair of Scrutiny for the previous quarter. This included attendance at the Police and Crime Panel where the issues of Domestic Abuse discussed at the Management Committee were highlighted including the questions around funding for regional perpetrator programmes.

### **RESOLVED –**

- (1) That the Scrutiny Lead Member and Chair of Scrutiny progress reports be welcomed and noted.
- (2) That thanks be recorded for the work of Alaina McGlade and Yolande Myers for providing excellent support to scrutiny panels prior to their move to new roles in the council.

### **48 Forward Agenda Plan / Date of next meeting Committee meeting dates 2018/19**

The Committee noted arrangements for the remaining meetings which would be held on Monday 4 March and Monday 15 April 2019. It was decided given the volume of items of the agenda that the March meeting would start at 9.30am.

### **RESOLVED –**

- (1) The Committee noted the forward agenda plan and revisions since the last meeting.
- (2) That the next Committee meeting be held on Monday 4 March 2019 starting at 9.30 a.m.

### **49 Urgent Item**

The Committee agreed to consider a late urgent item which sought Kirklees representation for the Regional Joint Health Scrutiny Committee Working Group. It was noted that there were two Kirklees representatives on the existing Regional Joint Health Scrutiny Committee which had now decided to establish a Working Group to look at specific issues.

**RESOLVED** - That Councillor Liz Smaje be approved as the Kirklees representative on the Regional Joint Health Scrutiny Committee Working Group for the remainder of the municipal year.

Contact Officer: Andrea Woodside

**KIRKLEES COUNCIL**  
**PERSONNEL COMMITTEE**

**Monday 29th October 2018**

Present: Councillor Shabir Pandor (Chair)  
Councillor David Sheard  
Councillor Graham Turner  
Councillor Alison Munro

Observers: Councillor Andrew Cooper  
Councillor Peter McBride

Apologies: Councillor Naheed Mather

**1 Membership of the Committee**

Apologies for absence were received on behalf of Councillor Mather.

**2 Minutes of Previous Meeting**

**RESOLVED** – That the Minutes of the Meeting held on 30 July 2018 be approved as a correct record.

**3 Interests**

No interests were declared.

**4 Admission of the Public**

It was noted that all Agenda Items would be considered in public session.

**5 Public Question Time**

No questions were asked.

**6 Member Question Time**

No questions were received.

**7 Deputation/Petitions**

No deputations or petitions were received.

**8 Update on Senior Management Arrangements**

The Committee received a report of the Chief Executive which provided an update on recent senior management appointments within the Council. The report advised that;

(i)recruitment to the post of Strategic Director of Children’s and Families was now complete and that Mel Meggs, currently Deputy Director of Children’s Services at Rotherham MBC, had been appointed to the role which would be effective from the beginning of December 2018.

## Personnel Committee - 29 October 2018

(ii) recruitment to the post of Service Director of Finance and Section 151 Officer was complete and that Eamonn Croston, Interim Chief Finance Officer and S151 Officer, had been permanently appointed to the role.

(iii) recruitment to the post of Service Director for Planning and Housing Growth was complete and that Naz Parkar, Service Director of Housing, had been appointed to the role.

(iv) recruitment to the post of Service Director for Economy and Regeneration was complete and that Angela Blake, currently Director of Economy and Growth, at North East Lincolnshire Council had been appointed to the role which would be effective from January 2019.

The Committee noted and welcomed the appointments and recognised the value of the experience and expertise which the successful candidates would bring to their respective roles.

The report referred to the previous decision of Personnel Committee on 19 September 2017 to establish a temporary role of Strategic Director of Corporate Strategy, and the subsequent decision on 25 April 2018 to extend this post for 8 months in order to allow strategic leadership requirements to be reviewed. The Chief Executive advised that the role was considered to be integral within the Authority and it was therefore proposed that it be confirmed as a permanent post within the senior leadership structure, and that the title be amended to Strategic Director of Corporate Strategy and Commissioning. The Committee were requested to endorse this approach and authorise the establishment of a Member Appointment Panel to recruit to the post. It was noted that the Chief Executive had recognised that in order to have clearly aligned corporate portfolios, a number of functions below the post of Strategic Director of Corporate Strategy and Commissioning would also need to be subject to review and realignment, and that any such realignment was within delegated authority of the Chief Executive.

The Committee were also advised that it had been recognised that, in order to improve the Authority's regional and national influence, strength and reputation, it would be necessary to incorporate additional capacity within the Office of the Chief Executive to provide support in achieving these outcomes. It was noted therefore that, under the Chief Executive's delegated powers, a temporary post would be established for a period of up to 12 months, and that the impact of the role would be reviewed after 8 months.

### **RESOLVED -**

(1) That the update on recent senior management appointments be received and noted.

(2) That approval be given to the establishment of a permanent Strategic Director of Corporate Strategy and Commissioning post and that a Member Appointment Panel be established on a 3:1:1 ratio to recruit to this post, following an external advertisement process.



## **Personnel Committee - 29 October 2018**

(3) That the Chief Executive's proposal to review and align a number of portfolios at a senior level, in conjunction with the Strategic Director of Corporate Strategy, and relevant postholders, be noted.

(4) That the Chief Executive's proposal to establish a temporary post for a period of up to 12 months in order to provide support for the Council to improve its influence and reputation at a regional and national level be noted.

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Contact Officer: Richard Dunne

## KIRKLEES COUNCIL

### STRATEGIC PLANNING COMMITTEE

**Thursday 22nd November 2018**

Present: Councillor Steve Hall (Chair)  
Councillor Donna Bellamy  
Councillor Donald Firth  
Councillor Paul Kane  
Councillor Carole Pattison  
Councillor Andrew Pinnock  
Councillor Rob Walker

**1 Membership of the Committee**

All Committee Members were present.

**2 Minutes of the Previous Meeting**

The Minutes of the meeting held on 25 October 2018 were approved as a correct record.

**3 Interests and Lobbying**

Councillors Kane, Bellamy, Pattison, Walker and S Hall declared they had been lobbied on application 2018/91661.

Councillors A Pinnock, Bellamy and S Hall declared they had been lobbied on application 2018/92686.

Councillor S Hall declared he had been lobbied on application 2018/92589.

**4 Admission of the Public**

All items on the agenda were taken in public session.

**5 Deputations/Petitions**

No deputations or petitions were received.

**6 Public Question Time**

No questions were asked.

**7 Site Visit - Application No: 2018/90607**

Site visit undertaken.

**8 Site Visit - Application No: 2018/92686**

Site visit undertaken.

**9 Site Visit - Application No: 2018/92823**

Site visit undertaken.

**10 Local Planning Authority Appeals**

That the report be noted.

**11 Planning Application - Application No: 2018/91661**

The Committee gave consideration to Planning Application 2018/91661 Proposed residential development - outline application for up to 74 dwellings with means of access to, but not within, the site Land at Walkley Terrace and Brunswick Street, Heckmondwike.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Colin Berry (on behalf of the Spen Valley Civic Society) , Victoria Harrington, Anita Jones, Martyn Robinson, Jeannie Pollard, David Pollard, Harriet Young, Luke Harrington, Brian Harrington, Gordon North, Howard Gee and Alison Ozbey (objectors) and Alistair Flatman (on behalf of the applicant).

Under the provisions of Council Procedure Rule 36(1) the Committee received a representation from Councillor Viv Kendrick.

**RESOLVED** – That consideration of the application be deferred to allow:

(1) The applicants time to consider a request from the Committee to hold a public meeting with local residents and ward members in an attempt to resolve their concerns.

(2) Officers time to work with the applicants to provide more information on the indicative design, layout and scale of the development to include input from the West Yorkshire Combined Authority on the proposed reopening of a rail link in the Spen Valley.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Bellamy, D Firth, S Hall, Kane, Pattison and Walker (6 votes)

Against: Councillor A Pinnock (1 vote)

**12 Planning Application - Application No: 2018/92686**

The Committee gave consideration to Planning Application 2018/92686 Outline application for erection of retail (A1) and drive thru restaurant (A3) development and associated car parking, landscaping and infrastructure land adj, 127, Westgate, Heckmondwike.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Nick Willock (Agent).

**RESOLVED** – That consideration of the application be deferred in order to provide the applicants with an opportunity to address the reasons for refusal outlined in points 2-6 in the considered report and the update list to include the planned boundary treatment to mitigate the impact upon the occupants of residential properties on Boundary Street.

## Strategic Planning Committee - 22 November 2018

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Bellamy, D Firth, S Hall, Kane, Pattison A Pinnock and Walker (7 votes)

Against: (0 votes)

### 13 **Planning Application - Application No: 2018/90607**

The Committee gave consideration to Planning Application 2018/90607 Outline application for demolition of existing buildings and the erection of a new retail park with parking and access Land at Junction of Gelderd Road/Bankwood Way, Birstall, Batley.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Jonathan Ainley (agent).

#### **RESOLVED –**

(1) Delegate approval of the application and the issuing of the decision notice to the Head of Strategic Investment in order to:

(2) Refer the decision to the Health and Safety Executive (HSE) in accordance with the NPPG; and the Secretary of State in accordance with Circular 02/2009

(3) Subject to the HSE not calling in the application and the Secretary of State not intervening; secure the signing of a Section 106 Agreement to secure:

- A pedestrian improvements scheme on the neighbouring retail park; and
- Travel Plan Monitoring fee (£15,000 i.e. £3,000per annum for 5 years.

(4) Issue the decision notice and complete the list of conditions including those contained within the considered report including:

- i. Standard outline permission conditions x4
- ii. Highways conditions- new footway on Bankwood Way; improved footway on Gelderd Road signalised crossing; travel plan, travel plan monitoring.
- iii. Environmental Health conditions- remediation; Air Quality Assessment; electric charging points.
- iv. Drainage conditions- foul and surface water attenuation; flood routing; temporary drainage.
- v. Ecological Design Strategy.
- vi. Crime Prevention condition.
- vii. Retail conditions
  - Restrict the gross floorspace to 14,532 sq m (for avoidance of doubt including mezzanine level) and net floorspace to 11,650 sq m across the scheme, and restrict the use of the floorspace to the sale of comparison goods only.
  - The floorspace should be provided within eight units with a maximum gross floorspace of 2,325 sq m in any individual unit and a minimum gross floorspace of 765 sq m in any individual unit.

## Strategic Planning Committee - 22 November 2018

(5) That, pursuant to (3) above, in circumstances where the S106 Agreement has not been completed within three months of this decision, the Head of Strategic Investment shall be authorised to consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured, and would therefore be permitted to determine the application and impose appropriate reasons for refusal under delegated powers.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Bellamy, D Firth, S Hall, Kane, Pattison A Pinnock and Walker (7 votes)

Against: (0 votes)

### 14 **Planning Application - Application No: 2018/92589**

The Committee gave consideration to Planning Application 2018/92589 Reserved matters application in pursuant of outline application 2016/90138 for residential development Land at, Lancaster Lane, Brockholes, Holmfirth.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Gaynor Haliday (objector) and Hamish Gledhill (agent).

**RESOLVED** - Delegate approval of the application and the issuing of the decision notice to the Head of Strategic Investment in order to complete the list of conditions including those contained within the considered report including:

- (1) Development to be in accordance with approved plans.
- (2) Approval of samples of materials.
- (3) Detailed planting schedule.
- (4) Retaining walls faced in natural stone to match dwellings.
- (5) Updated survey work for badger activity on the site and mitigation measures as may be necessary in relation to the physical construction of the development.
- (6) Construction management plan.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors S Hall, Kane, Pattison and Walker (4 votes)

Against: Councillors Bellamy and A Pinnock (2 votes)

Abstained: Councillor D Firth.

### 15 **Planning Application - Application No: 2018/92823**

The Committee gave consideration to Planning Application 2018/92823 Erection of 2 semi-detached dwellings rear of, 2, Green Gardens, Golcar, Huddersfield.

## Strategic Planning Committee - 22 November 2018

**RESOLVED** – Delegate approval of the application and the issuing of the decision notice to the Head of Strategic Investment in order to complete the list of conditions including those contained within the considered report including:

- (1) 3 year time limit to implement the permission.
- (2) Development to be in accordance with the submitted plans.
- (3) Material samples to be provided.
- (4) Driveway to be surfaced, drained and provided.
- (5) Side windows and other noted to be obscure glazed.
- (6) Remove Permitted Development (PD) rights for side windows.
- (7) Remove PD rights for extensions and outbuildings.
- (8) Boundary treatment to be provided and retained.
- (9) Limitation on fence height to frontage adjacent to access and footpath.
- (10) 16amp minimum electric charging provision.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Bellamy, D Firth , S Hall, Kane, Pattison A Pinnock and Walker (7 votes)

Against: (0 votes)

### 16 **Planning Application - Application No: 2018/92561**

The Committee gave consideration to Planning Application 2018/92561 Erection of single storey side and rear extensions 290, Whitehall Road, Wyke.

**RESOLVED** - Delegate approval of the application and the issuing of the decision notice to the Head of Strategic Investment in order to complete the list of conditions including those contained within the considered report and the update list including:

- (1) The development to be begin within three years of the date of any permission
- (2) The development to be carried out in accordance with the approved plans.
- (3) The external walls and roofing materials should in all respects match those in the construction of the host dwelling.
- (4) Permitted development rights to be removed for the installation of new openings within the East elevation of the single storey side extension.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Bellamy, D Firth, S Hall, Kane, Pattison A Pinnock and Walker (7 votes)

Against: (0 votes)

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Contact Officer: Richard Dunne

## KIRKLEES COUNCIL

### STRATEGIC PLANNING COMMITTEE

Thursday 3rd January 2019

Present: Councillor Steve Hall (Chair)  
Councillor Donna Bellamy  
Councillor Donald Firth  
Councillor Paul Kane  
Councillor Carole Pattison  
Councillor Andrew Pinnock  
Councillor Rob Walker

**1 Membership of the Committee**

All Committee Members were present.

**2 Minutes of the Previous Meeting**

**RESOLVED** - The Minutes of the meeting held on 22 November 2018 were approved as a correct record.

**3 Interests and Lobbying**

Councillors Kane, A Pinnock and S Hall declared they had been lobbied on application 2018/91661.

**4 Admission of the Public**

All items on the agenda were taken in public session.

**5 Deputations/Petitions**

No deputations or petitions were received.

**6 Public Question Time**

The Committee received a question from Councillor Bernard McGuin asking for clarification on whether a number of issues that he outlined were reasons for refusing an application to develop on Castle Hill.

The Kirklees Development Management Group Leader responded on behalf of the Committee to the question.

The Committee received a second question from Councillor Bernard McGuin regarding whether the Committee was aware of any special reasons that would allow development on the green belt on Castle Hill.

The Kirklees Development Management Group Leader responded on behalf of the Committee to the question.

**7 Site Visit - Application No: 2018/93591**

Site visit undertaken.

**8 Site Visit - Application No: 2017/92568**

Site visit undertaken.

**9 Planning Application - Application No: 2018/91661**

The Committee gave consideration to Planning Application 2018/91661 Proposed residential development - outline application for up to 74 dwellings with means of access to, but not within, the site Land at Walkley Terrace and Brunswick Street, Heckmondwike.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Colin Berry, Erica Amende and Max Rathmell (on behalf of the Spenn Valley Civic Society), Victoria Harrington, Brian Harrington, Luke Harrington, Jeannie Ross, David Pollard, Howard Gee, John Salter, Cris Tout, Cath Grey and Nicola Pritchard (objectors) and Paul Cookson, Alistair Flatman and Andrew Stoddart (on behalf of the applicant).

Under the provisions of Council Procedure Rule 36(1) the Committee received representations from Councillor Viv Kendrick and Councillor David Sheard (Local Ward Members).

**RESOLVED –**

Delegate approval of the application and the issuing of the decision notice to the Head of Strategic Investment in order to complete the list of conditions including those contained within the considered report including:

1-4 Standard timeframe for the submission of reserved matters conditions requiring:

- Details of layout, scale appearance and landscaping
- Particulars of reserved matters to be submitted to LPA and approved in writing
- Reserved matters application to be submitted within 3 Years of date of approval
- The development to be begun within 2 years of the approval of reserved matters

5. The provision of affordable housing, Public Open Space and Education contribution.

6. Highways conditions requiring:

- The submission of details relating to retaining structures supporting the adjacent PROW (HEC/22/30)
- The submission of details relating to proposed retaining structures retaining existing highways
- Longitudinal and Cross sectional details of the former cutting and the proposed access road
- Details of all surface water attenuation culverts and tanks which area to be located within the adoptable highway
- Details of how user of the adjacent PROW will be protected during the development
- Construction Management Plan to minimise disturbance and disruption for local residents during the construction phase

## Strategic Planning Committee - 3 January 2019

7. A suite of conditions to deal with:
  - Dust suppression
  - potential contamination,
  - installation of electric vehicle charging points
8. Drainage conditions to deal with:
  - Detailed drainage arrangements
  - Discharge rates
  - Flood Routeing
9. The submission and approval of a detailed geotechnical assessment
10. The submission and approval of a coal mining report which includes the findings of an intrusive survey and any mitigation measures to deal with mine workings
11. A suite of conditions to secure biodiversity enhancements in the form of:
  - An ecological design strategy
  - Construction environmental plan
  - Landscape and ecological management plan
12. Submission of a tree protection plan
13. A scheme indicating how both the adjacent PROW and its users will be protected.
14. A condition requiring that the use of approx. 0.5 ha. of land at the northern end of the site is set aside as land not to be developed and that details of its treatment are submitted to and approved by the LPA.
15. Provision of electric charging points, minimum 16amp for each dwelling
16. Maximum number of dwellings at Reserved Matters to not exceed Transport Assessment without prior approval.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors, D Firth, Kane, Pattison and Walker (4 votes)

Against: Councillors Bellamy, S Hall and A Pinnock (3 votes)

### 10 **Planning Application - Application No: 2018/93568**

The Committee gave consideration to Planning Application 2018/93568 Change of use of existing unit in a mixed Class A1/A2/A3 retail development to form a mixed A1/A2/A3/A4/D2 retail and leisure development, internal alterations and reconstruction of upper level with conversion of an existing internal void space at lower ground level to form new sanitary facilities and enclosure of an existing roof garden Kingsgate Centre, Store 1, King Street, Huddersfield.

#### **RESOLVED –**

1. Delegate approval of the application and the issuing of the decision notice to the Head of Strategic Investment in order to:
2. Secure a S106 agreement to cover the following matter:
  - I. To secure a financial contribution for the improvement of the local highway network and/or public art work.

## Strategic Planning Committee - 3 January 2019

3. Complete the list of conditions including those contained within the considered report including:
  1. Time limit of 3 years for commencement of the development
  2. Development to be in accordance with plans
  3. Noise and odour mitigation
  4. Air Quality Impact Assessment and Travel Plan
  5. Construction Management Plan
  6. Ecological enhancements (swift boxes)
  7. Hours of use
  8. Material samples to be provided
  9. Crime and counter-terrorism mitigation measures
4. Complete the following additional conditions that will be returned and considered by the Committee:
  - a. A Traffic and Pedestrian Management Plan that includes details of vehicle drop off and pick up arrangements.
  - b. Details of planned night time car parking arrangements at the Kingsgate Centre.
5. That, pursuant to (2) above, in circumstances where the S106 Agreement has not been completed within three months of this decision, the Head of Strategic Investment shall be authorised to consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured, and would therefore be permitted to determine the application and impose appropriate reasons for refusal under delegated powers.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Bellamy, D Firth , S Hall, Kane, Pattison A Pinnock and Walker (7 votes)

Against: (0 votes)

### 11 **Planning Application - Application No: 2018/93050**

The Committee gave consideration to Planning Application 2018/93050 use of existing building for university teaching accommodation (Class D1) Queensgate House, Queensgate, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Hannah Gray (objecting on behalf of the Ministry of Justice) and Paul Shuker (on behalf of the applicant).

#### **RESOLVED –**

1. Delegate approval of the application and the issuing of the decision notice to the Head of Strategic Investment in order to:
2. Secure a S106 agreement to cover the following matter:

## Strategic Planning Committee - 3 January 2019

- a. Ensure the safeguarding of a strip of land within the site frontage for future highway improvements to the Huddersfield Town Centre Ring Road.
3. Issue the decision notice and complete the list of conditions including those contained within the considered report including:
  1. 3 Year Time Limit.
  2. In accordance with plans.
  3. Condition limiting the 'clinic' floor space.
  4. Electric Vehicle Charging points.
4. That, pursuant to (2) above, in circumstances where the S106 Agreement has not been completed within three months of this decision, the Head of Strategic Investment shall be authorised to consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured, and would therefore be permitted to determine the application and impose appropriate reasons for refusal under delegated powers.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors, D Firth , S Hall, Kane, Pattison and Walker (5 votes)

Against: (0 votes)

Abstained: Councillors Bellamy and A Pinnock

### 12 **Planning Application - Application No: 2018/93325**

Planning Application 2018/93325 Outline application for erection of residential development Land Adj, 363, Dunford Road, Hade Edge, Holmfirth

Application withdrawn by the agent.

### 13 **Planning Application - Application No: 2017/92568**

The Committee gave consideration to Planning Application 2017/92568 Erection of 62 dwellings with associated works and formation of associated parking with vehicular access from Woodhead Road (amended description) Land off Woodhead Road, Honley, Holmfirth.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Hamish Gledhill (speaking on behalf of the applicant).

#### **RESOLVED –**

1. Delegate approval of the application and the issuing of the decision notice to the Head of Strategic Investment in order to:
2. To finalise the drainage details and complete the list of conditions including those contained within the considered report and the update list including:
  1. 3 Year time limit for commencement of the development.
  2. Development to be in accordance with the submitted plans.

## Strategic Planning Committee - 3 January 2019

3. Highways Conditions.
  4. LLFA conditions likely for surface water drainage including a scheme for management and maintenance.
  5. Trees Conditions including protection measures of TPO trees.
  6. Landscape & Biodiversity.
  7. Yorkshire Water.
  8. Electric Vehicle charging points.
  9. Low emissions Travel Plan.
  10. Contaminated Land conditions.
3. Secure a S106 agreement to cover the following matters:  
Secure a financial contribution for:
- a. Education £141,439 is required towards school funding in the area.
  - b. an offsite contribution of £102,374.02 to off-site play.
  - c. Sustainable Travel Fund (could include Metro cards) of £10,000 for travel improvements including bus shelters.
  - d. Maintenance for drainage infrastructure (to be agreed).
  - e. The provision of 12 affordable houses split between 54% affordable rent and 46% intermediate.
  - f. Secure a legal agreement to ensure a provision of an access road to the Southern Boundary (to the edge of the land under the applicant's ownership).
4. That, pursuant to (3) above, in circumstances where the S106 Agreement has not been completed within three months of this decision, the Head of Strategic Investment shall be authorised to consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured, and would therefore be permitted to determine the application and impose appropriate reasons for refusal under delegated powers.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Bellamy, D Firth, S Hall, Kane, Pattison A Pinnock and Walker (7 votes)

Against: (0 votes)

- 14 Planning Application - Application No: 2018/92456**  
Planning Application 2018/92456 Erection of 29 dwellings Land off White Lee Road, Batley.

Application withdrawn by the agent.

- 15 Position Statement - Application No: 2018/93591**  
The Committee received a position statement submitted in respect of Planning Application 2018/93591 Erection of cafe/restaurant with bedrooms, interpretation facilities, car parking and servicing facilities (within the curtilage of a Listed Building) Victoria Tower, Lumb Lane, Castle Hill, Almondbury, Huddersfield.

**RESOLVED –**

That the position statement be received and noted.

**16 Position Statement - Application No: 2018/90748**

The Committee received a position statement submitted Planning Application 2018/90748 Outline application for the development of up to 630 residential dwellings (Use Class C3), up to 70 care apartments with doctors surgery of up to 350 sq m (Use Classes C2/C3/D1), up to 500 sq m of Use Class A1/A2/A3/A4/A5/D1 floorspace (dual use), vehicular and pedestrian access points off Blackmoorfoot Road and Felks Stile Road and associated works Land off, Blackmoorfoot Road and Felks Street, Crosland Moor, Huddersfield

**RESOLVED –**

That the position statement be received and noted.

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**KIRKLEES COUNCIL**

**STRATEGIC PLANNING COMMITTEE**

**Friday 15th February 2019**

Present: Councillor Steve Hall (Chair)  
Councillor Donna Bellamy  
Councillor Donald Firth  
Councillor Andrew Pinnock  
Councillor Rob Walker  
Councillor Naheed Mather  
Councillor Mohan Sokhal

**1 Membership of the Committee**

Councillor Sokhal substituted for Councillor Pattison.

Councillor Mather substituted for Councillor Kane.

**2 Minutes of the Previous Meeting**

**RESOLVED** – That the Minutes of the Meeting held on 3 January 2019 be approved as a correct record.

**3 Interests and Lobbying**

Councillors Bellamy, D Firth, S Hall, A Pinnock and Walker declared that they had been lobbied on Application 2018/90607.

Councillors Bellamy and Walker declared that they had been lobbied on Application 2018/93374.

Councillor S Hall declared that he had been lobbied on Application 2018/90817.

**4 Admission of the Public**

It was noted that exempt information had been submitted in respect of Agenda Items 12 and 13 (Applications 2018/93098 and 2018/93200).

**5 Deputations/Petitions**

None received.

**6 Public Question Time**

No questions were asked.

**7 Site Visit - Application No: 2018/93098**

Site visit undertaken.

**8 Site Visit - Application 2018/93200**

Site visit undertaken.

**9 Site Visit - Application 2018/93201**

Site visit undertaken.

**10 Site Visit - Application 2018/90817**

Site visit undertaken.

**11 Planning Application - Application No: 2018/90607**

The Committee gave consideration to Application 2018/90607 – Outline application for the demolition of existing buildings and the erection of a new retail park with parking and access at land at the junction of Gelderd Road/Bankwood Way, Birstall.

Under the provisions of Council Procedure Rule 37, the Sub-Committee received representations from Andrew Mitchell (in objection), Richard Heaton – Health and Safety Executive (in objection) and Jonathan Ainley (applicant's agent).

**RESOLVED** – That, contrary to the Officer's Recommendation, the application be refused on the grounds that the risk presented by increasing in numbers of people at the site, which was closeby to a harzardous location, was a material consideration and outweighed the benefits of the scheme.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Bellamy, D Firth, S Hall, A Pinnock and Walker (5 votes)

Against: Councillors Mather and Sokhal (2 votes)

**12 Planning Application - Application No: 2018/93098**

The Committee gave consideration to Application 2018/90398 – Variation of conditions 28, 33, 34, 35 and removal of condition 31 on previous application 2016/91337 at former St Luke's Hospital, Blackmoorfoot Road, Crosland Moor.

Under the provisions of Council Procedure Rule 37, the Sub-Committee received representations from Mark Johnson (applicant's agent) and Tom Wheldon (Henry Boot Developments), which were also relevant to Agenda Items 13 and 14 (Minute No.s 13 and 14 refer).

**RESOLVED** – That the Application be deferred in order to enable negotiations regarding viability issues to take place and that the applicant be asked to deliver a scheme inclusive of affordable housing provision.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Bellamy, D Firth, S Hall, N Mather, A Pinnock, Sokhal and Walker (7 votes)

Against: (no votes)

(Prior to the determination of this application, and also relevant to Agenda Items 13 and 14 (Minute No's 13 and 14 refer), the Committee gave consideration to exempt information as set out at Agenda Items 18 and 19 (Minute No's 18 and 19 refer).

## Strategic Planning Committee - 15 February 2019

### 13 **Planning Application - Application No: 2018/93200**

The Committee gave consideration to Application 2018/93200 – Erection of 26 dwellings at land at former St Luke's Hospital, Blackmoorfoot Road, Crosland Moor.

**RESOLVED** – That, pursuant to the decision at Agenda Item 13, the Application be deferred in order to enable negotiations regarding viability issues to take place and that the applicant be asked to deliver a scheme inclusive of affordable housing provision.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Bellamy, D Firth, S Hall, N Mather, A Pinnock, Sokhal and Walker (7 votes)

Against: (no votes)

### 14 **Planning Application - Application No: 2018/93201**

The Committee gave consideration to Application 2018/93201 – Reserved matters application for residential development pursuant to outline permission 2016/91337 – Land at former St Luke's Hospital, Blackmoorfoot Road, Crosland Moor, Huddersfield.

**RESOLVED** – That, pursuant to the decision at Agenda Items 12 and 13, the Application be deferred in order to enable negotiations regarding viability issues to take place and that the applicant be asked to deliver a scheme inclusive of affordable housing provision.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Bellamy, D Firth, S Hall, N Mather, A Pinnock, Sokhal and Walker (7 votes)

Against: (no votes)

### 15 **Planning Application - Application No: 2018/90817**

The Committee gave consideration to Application 2018/90817 – Formation of 3G sports pitch including 5m high rebound fencing (within a Conservation Area) at King James School, St Helen's Gate, Almondbury.

Under the provisions of Council Procedure Rule 37, the Sub-Committee received a representation from Rachel Marsden (local resident).

**RESOLVED** – That the determination of the application be deferred in order to await the expiration of the publicity period and to give consideration to issues of tree planting, acoustic screening and the colour of the fence.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

## Strategic Planning Committee - 15 February 2019

For: Councillors Bellamy, D Firth, S Hall, N Mather, A Pinnock, Sokhal and Walker (7 votes)

Against: (no votes)

### 16 **Planning Application - Application No: 2018/93374**

The Committee gave consideration to Application 2018/93374 – Change of use from existing industrial use (B1) to mixed use brewery with on-site public tasting room (brewery tap room) and storage of alcohol/function area at Unit 15, Heath House Mill, Heath House Lane, Bolster Moor.

**RESOLVED** – That authority be delegated to the Head of Strategic Investment to approve the application, issue the decision notice and complete the list of conditions including matters relating to;

- development in accordance with approved plans
- hours of restricted use for brewery (Monday to Friday 08:00 to 17:00)
- hours restricted for tasting room (Wednesday to Friday 17:00 to 23:00, Saturday and Bank Holidays 12:00 to 23:00)
- maximum number of guests restriction of 150
- adhere to car parking management scheme
- adhere to noise mitigation strategy

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Bellamy, D Firth, S Hall, N Mather, A Pinnock, Sokhal and Walker (7 votes)

Against: (no votes)

### 17 **Exclusion of the Public**

**RESOLVED** – That acting under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act, as specifically stated in the undermentioned Minutes.

### 18 **Planning Application - Application No: 2018/93098**

(Exempt information within Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, namely that the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption, which would protect the interests of the Council and the company concerned, outweighs the public interest in disclosing the information and providing greater openness in the Council's decision making).

The Committee gave consideration to the exempt information prior to the determination of Agenda Items 12, 13 and 14 (Minute No's 12, 13 and 14 refer.)

## Strategic Planning Committee - 15 February 2019

- 19 Planning Application - Application No: 2018/93200**  
(Exempt information within Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, namely that the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption, which would protect the interests of the Council and the company concerned, outweighs the public interest in disclosing the information and providing greater openness in the Council's decision making).

The Committee gave consideration to the exempt information prior to the determination of Agenda Items 12, 13 and 14 (Minute No's 12, 13 and 14 refer.)

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Department  
of Health &  
Social Care

39 Victoria Street  
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SW1H 0EU

Tel: 020 7210 4850

28 FEB 2019

Our ref: TO-1165726

Ms Andrea Woodside  
Principal Governance Officer  
The Democracy Service  
Civic Centre 3  
Huddersfield HD1 2TG

Dear Ms Woodside,

Thank you for your correspondence of 28 January to Matt Hancock about period dignity. I have been asked to reply.

I appreciate Kirklees Council's concerns about the cost of sanitary products for disadvantaged women and girls. Sanitary protection is a necessity for women's personal hygiene.

The Government believes, however, that it is more appropriate to help women, including girls from lower-income families, with their general cost of living through measures such as Income Support, Tax Credits or Universal Credit. As you will be aware, these are matters for HM Treasury and the Department for Work and Pensions.

The Department funds research on health and social care through the National Institute for Health Research (NIHR). The usual practice of NIHR is not to ring-fence funds for expenditure on particular topics, rather research proposals in all areas compete for the funding available.

There are currently no projects or studies being undertaken on inadequate sanitary protection.

However, the NIHR welcomes funding applications for research into any aspect of health. These applications are subject to peer review and judged in open competition,

with awards being made on the basis of the importance of the topic to patients and health and care services, value for money and scientific quality. In all disease areas, the amount of NIHR funding depends on the volume and quality of scientific activity.

Finally, you may be aware that the 'Tampon Tax Fund' allocates funds generated from the VAT on sanitary products to projects to improve the lives of disadvantaged women and girls.

I hope this reply is helpful.

Yours sincerely,



*AS* Sophie Stuart  
Ministerial Correspondence and Public Enquiries