

Kirklees Council



Tuesday 1 November 2016

Dear Councillor

The Council will meet on Wednesday 9 November 2016 at 6.00 pm at Council Chamber - Town Hall, Huddersfield.

The following matters will be debated:

Pages

1: Announcements by the Mayor and Chief Executive

To receive any announcements by the Mayor and Chief Executive.

2: Apologies for absence

Group Business Managers to submit any apologies for absence.

3: Minutes of Previous Meeting

To receive the Minutes of the previous meeting of Council, held on 14 September and 12 October 2016.

1 - 8

4: Declaration of Interests

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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.

5: Petitions

Any Member of the Council can submit a petition, in accordance with Council Procedure Rule 9.

6: Deputations/Petitions

Council will receive any deputations and/or petitions from members of the public, in accordance with Council Procedure Rule 10.

7: Questions by Members of the Public

Council will receive any questions from members of the public, in accordance with Council Procedure Rule 11.

8: West Yorkshire Combined Authority Minutes

11 - 24

To receive the Minutes of the meeting of West Yorkshire Combined Authority, held on 28 July 2016, in accordance with Council Procedure Rule 5.

9: Kirklees Neighbourhood Housing Annual Report (Reference from Cabinet) 25 - 36

To receive the Kirklees Neighbourhood Housing 2015-2016 Annual Report.

10: Appointment of Independent Persons (Reference from Corporate Governance and Audit Committee) 37 - 40

To consider the re-appointment of Independent Persons to the Standards Regime.

Contact : Julie Muscroft, Assistant Director – Legal, Governance and Monitoring

11: Transitional Constitutional Changes (Reference from Corporate Governance and Audit Committee) 41 - 48

To receive for information.

Contact: Julie Muscroft, Assistant Director – Legal, Governance and Monitoring

12: Written Questions to the Leader and Cabinet Members 49 - 52

To receive written questions to the Leader and Cabinet in accordance with Council Procedure Rule 12.

(Note: The deadline for the submission of written questions is 10.00am Tuesday 08 November 2016)

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

13: Minutes of Cabinet and Cabinet Committee - Local Issues

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To receive the information; the minutes of the meetings of Cabinet held on 09 February, 08 March, 24 March, 05 April, 09 May, 24 May, 26 July, 23 August, 16 September and 20 September 2016 and the meetings of Cabinet Committee – Local Issues held on 14 September 2016.

14: Holding Executive to Account

- (a) To receive the following updates from Cabinet members:
 - (i) Sustainable Transformation Plan for Health (Councillor Kendrick)
 - (ii) Transport for the North (Councillor McBride)
 - (b) Oral Questions/Comments to Cabinet Members on their Portfolios and relevant Cabinet minutes
 - (a) Community Cohesion and Schools (Councillor Ahmed)
 - (b) Family Support and Child Protection (Councillor Hill)
 - (c) Adults, Health and Activity to Improve Health (Councillor Kendrick)
 - (d) Highways and Neighbourhoods (Councillor Khan)
 - (e) Housing and Enforcement Management (Councillor Mather)
 - (f) Economy, Skills, Transformation and Planning (Councillor McBride)
 - (g) Strategy and Strategic Resources, New Council and Regional Issues (Councillors Pandor and Sheard)
 - (h) Asset Strategy, Resources and Creative Kirklees (Councillor G Turner)
-

15: Minutes of Other Committees

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- (a) Appeals Panel
 - (b) Corporate Governance and Audit Committee
 - (c) District Committee – Dewsbury and Mirfield
 - (d) Corporate Parenting Board
 - (e) District Committee – Batley and Spen
 - (f) District Committee – Huddersfield
 - (g) District Committee – Kirklees Rural
 - (h) Health and Well Being Board
 - (i) Overview and Scrutiny Management Committee
 - (j) Personnel Committee
 - (k) Policy Committee
 - (l) Strategic Planning Committee
-

16: Oral Questions to Committee Chairs and Nominated Spokespersons of Joint Committees/External Bodies

- (a) Appeals Panel (Councillor Armer)
- (b) Corporate Governance and Audit Committee (Councillor Richards)
- (c) Corporate Parenting Board (Councillor Hill)
- (d) District Committee - Batley and Spen (Councillor Lowe)
- (e) District Committee - Dewsbury and Mirfield (Councillor Dad)
- (f) District Committee - Huddersfield (Councillor Ullah)
- (g) District Committee - Kirklees Rural (Councillor Watson)
- (h) Employee Relations Sub Committee (Councillor Pandor)
- (i) Health and Wellbeing Board (Councillor Kendrick)

- (j) Licensing and Safety Committee - including Licensing Panel and Regulatory Panel (Councillor Scott)
 - (k) Overview and Scrutiny Management Committee (Councillor Stewart-Turner)
 - (l) Personnel Committee (Councillor Pandor)
 - (m) Planning Sub Committee - Heavy Woollen Area (Councillor Kane)
 - (n) Planning Sub Committee - Huddersfield Area (Councillor Lyons)
 - (o) Policy Committee (Councillor Walker)
 - (p) Strategic Planning Committee (Councillor S Hall)
 - (q) Kirklees Neighbourhood Housing (Councillor Smaje)
 - (r) Kirklees Active Leisure (Councillor Sokhal)
 - (s) West Yorkshire Combined Authority (including transport issues) (Councillor Pandor)
 - (u) West Yorkshire Fire and Rescue Authority (Councillor Hughes)
 - (v) West Yorkshire Joint Service Committee (Councillor Pandor)
 - (w) West Yorkshire Police and Crime Panel (Councillor Hussain)
-

By Order of the Council

A handwritten signature in blue ink, appearing to read 'A S Lytle', is written over a horizontal line.

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 14 September 2016**

PRESENT

The Mayor (Councillor Jim Dodds) in the Chair

COUNCILLORS

Councillor Masood Ahmed	Councillor Mahmood Akhtar
Councillor Karen Allison	Councillor Donna Bellamy
Councillor Martyn Bolt	Councillor Cahal Burke
Councillor Jean Calvert	Councillor Andrew Cooper
Councillor Nosheen Dad	Councillor Eric Firth
Councillor Donald Firth	Councillor Michelle Grainger-Mead
Councillor David Hall	Councillor Steve Hall
Councillor Lisa Holmes	Councillor Erin Hill
Councillor Edgar Holroyd-Doveton	Councillor Gulfam Asif
Councillor Judith Hughes	Councillor Mumtaz Hussain
Councillor Christine Iredale	Councillor Paul Kane
Councillor Viv Kendrick	Councillor Musarrat Khan
Councillor John Lawson	Councillor Vivien Lees-Hamilton
Councillor Terry Lyons	Councillor Andrew Marchington
Councillor Naheed Mather	Councillor Peter McBride
Councillor Darren O'Donovan	Councillor Andrew Palfreeman
Councillor Shabir Pandor	Councillor Nigel Patrick
Councillor Carole Pattison	Councillor Amanda Pinnock
Councillor Andrew Pinnock	Councillor Kath Pinnock
Councillor Hilary Richards	Councillor Cathy Scott
Councillor David Sheard	Councillor Elizabeth Smaje
Councillor Mohan Sokhal	Councillor Julie Stewart-Turner
Councillor Richard Eastwood	Councillor Amanda Stublely
Councillor Fazila Fadia	Councillor John Taylor
Councillor Mussarat Pervaiz	Councillor Kath Taylor
Councillor Manisha Roma Kaushik	Councillor Graham Turner
Councillor Rob Walker	Councillor Bernard McGuin
Councillor Richard Smith	Councillor Nicola Turner
Councillor Sheikh Ullah	Councillor James Homewood
Councillor Michael Watson	Councillor Gemma Wilson
Councillor Linda Wilkinson	

42 Announcements by the Mayor and Chief Executive

The Mayor advised Council of the civic reception and events scheduled to take place in tribute to participants of the 2016 Olympics and Paralympics.

The Mayor paid tribute to Dr David Smith, Director of Resources, who was shortly to retire following a career in Local Government of over 30 years and having joined Kirklees in February 2011. Tributes were also paid by Councillors Sheard, D Hall, N Turner and Richards.

Council - 14 September 2016

The Mayor presented Councillor Paul Kane with a commemorative book in acknowledgement of his Mayoral Year, 2015-2016.

Councillor C Scott acknowledged the success of students from St John Fisher Catholic High School, Dewsbury, in winning the Girls Year 10 Rugby School Championships 2016.

43 Apologies for absence

Apologies for absence were received from Councillors Armer, Greaves, Light, Lowe, O'Neill, Sarwar and Sims.

44 Minutes of Previous Meeting

RESOLVED - The Minutes of the Meeting held on 29 June 2016 were approved as a correct record subject to the inclusion of Councillors Asif, Fadia, Eastwood, Homewood, Kuashik, Pervaiz, Smith and Walker within the list of attendees.

45 Declaration of Interests

Councillors Calvert and A U Pinnock declared an 'other' interest in Agenda Item 12 (Question 3), on the grounds that they are Board members of the Deighton and Brackenhall Initiative.

46 Petitions

No petitions were submitted.

47 Deputations/Petitions

Council received the following deputations;

(a) Alisa Devlin (on behalf of Huddersfield Town Centre Action Group) regarding the impact upon businesses and trade in Huddersfield Town Centre following the introduction of bus gates.

(b) Mike Forster (on behalf of Unison/Hands off HRI) regarding the campaign to retain A&E services at Huddersfield Royal Infirmary and the activities and support for local campaign groups.

48 Questions by Members of the Public

Council received questions from;

(a) Alisa Devlin regarding the impact upon business and trade in Huddersfield Town Centre following the introduction of bus gates.

(b) Alan Lansdowne in regard to the briefing given to Members on the Sustainability and Transformation Plan.

49 West Yorkshire Combined Authority

Council received the minutes of the meetings of West Yorkshire Combined Authority held on 31 March and 23 June 2016.

50 Kirklees Rural District Committee - Membership (Reference from Kirklees Rural District Committee)

It was moved by Councillor Watson, seconded by Councillor Patrick and

RESOLVED - That the following representatives be appointed to Kirklees Rural District Committee for the 2016-2017 Municipal Year;

Richard Brook and Maggie Blanshard (Denby Dale Parish Council)
Charles Kaye and Judith Roberts (Holme Valley Parish Council)
Richard Noon and Paul White (Meltham Town Council)
Raymond Franks and Raymond Bray (Kirkburton Parish Council)
Callum Gibson, John Shone, Jean Margetts (Colne Valley Ward Co-optees)
Karen Armitage and Michael Moores (Golcar Ward Co-optees)

51 Appointment of Chair of Health and Wellbeing Board

It was moved by Councillor Sokhal, seconded by Councillor Pandor and

RESOLVED - That Councillor Viv Kendrick be appointed as Chair of Health and Wellbeing Board for the 2016-2017 municipal year.

52 Kirklees Democracy Commission

The Mayor introduced Dr Andrew Mycock of the University of Huddersfield, (Chair of Kirklees Democracy Commission) who provided an overview presentation to Council on the role and objectives of the recently established Kirklees Democracy Commission.

RESOLVED - Council received and noted a presentation from Dr Andrew Mycock on the work of the Kirklees Democracy Commission.

53 Written Questions to the Leader and Cabinet Members

(1) Question by Councillor Burke to the Cabinet Member for Asset Strategy, Resources and Creative Kirklees (Councillor G Turner)

“Can the Cabinet Member provide an update on the Library restructure?”

Cabinet Member replied thereto.

(2) Question by Councillor Wilkinson to the Cabinet Member for Housing and Enforcement Management (Councillor Mather)

“A resident of Lascelles Hall in my ward wishes to dispose of his garden refuse at the Vine Street tip. He has been refused access on the grounds that the trailer that he uses is now too long. The box on the trailer is just over 2 metres in length, and the limit as per the Kirklees council web site is “6 feet”, although he has been told that there is some leeway, he is still outside the 6 feet limit. I note that vans up to 3 metric tonnes are acceptable, as are camper vans and similar up to 2 metres tall. So if we “went metric” and allowed trailers up to 2 metres – plus a small amount of leeway, his trailer could be accepted?

So here we have a responsible resident doing what he has always done, and yet being thwarted by petty regulations demanding that imperial measurement be used as regards the length of an acceptable trailer. Please bring an end to this nonsense and allow trailers up to 2 metres plus.

Is it still legal to use imperial measurements whilst still a part of the EU?”

Cabinet Member replied thereto.

(3) Question by Councillor Wilkinson to the Cabinet Member for Asset Strategy, Resources and Creative Kirklees (Councillor G Turner)

"Fresh Horizons went into liquidation in March 2016 owing the Council £330k, Deighton & Brackenhall Initiative £185k and Calderdale Council £285k. The Statement of Affairs was signed off by A Briggs on 14 March 2016 disclosing an estimated deficiency of £1,138,212 before the costs of winding up. Fresh Horizons' accounts at 31 March 2015 showed that it was insolvent at that date.

- What did Fresh Horizons owe the Council at 31 March 2015?
- What measures did the Council take to protect rate payers' money between March 2015 and March 2016?
- And why did the Council allow itself such an exposure to financial risk?"

Cabinet Member replied thereto.

(4) Question by Councillor McGuin to the Cabinet Member for Economy, Skills, Transportation and Planning (Councillor McBride)

"Is the Council prepared to do an assessment of the effectiveness of the bus gates in the centre of Huddersfield?"

Cabinet Member replied thereto.

(5) Question by Councillor Smith to the Cabinet Member for Economy, Skills, Transportation and Planning (Councillor McBride)

"By what date will the fines for motorists caught out by the Bus Gates pay for the costs of the installation of the scheme?"

Cabinet Member replied thereto.

(6) Question by Councillor A Pinnock to the Cabinet Member for Housing and Enforcement Management (Councillor Mather)

"Can I ask the Cabinet Member to explain the current waste recycling rates in Kirklees; particularly in view of the high reputation that the Council has enjoyed in the past (under all administrations)."

Cabinet Member replied thereto.

54 Key Discussion - Child Sexual Exploitation

Council received a presentation from Councillor Hill, and held a Key Discussion, on Child Sexual Exploitation. Council endorsed the actions and next steps as detailed within the submitted report.

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 12 October 2016**

PRESENT

The Mayor (Councillor Jim Dodds) in the Chair

COUNCILLORS

Councillor Masood Ahmed	Councillor Mahmood Akhtar
Councillor Karen Allison	Councillor Bill Armer
Councillor Donna Bellamy	Councillor Martyn Bolt
Councillor Cahal Burke	Councillor Jean Calvert
Councillor Andrew Cooper	Councillor Nosheen Dad
Councillor Eric Firth	Councillor Charles Greaves
Councillor David Hall	Councillor Steve Hall
Councillor Lisa Holmes	Councillor Erin Hill
Councillor Judith Hughes	Councillor Mumtaz Hussain
Councillor Christine Iredale	Councillor Paul Kane
Councillor Viv Kendrick	Councillor Musarrat Khan
Councillor John Lawson	Councillor Vivien Lees-Hamilton
Councillor Robert Light	Councillor Gwen Lowe
Councillor Andrew Marchington	Councillor Naheed Mather
Councillor Peter McBride	Councillor Darren O'Donovan
Councillor Marielle O'Neill	Councillor Andrew Palfreeman
Councillor Shabir Pandor	Councillor Nigel Patrick
Councillor Carole Pattison	Councillor Amanda Pinnock
Councillor Andrew Pinnock	Councillor Kath Pinnock
Councillor Hilary Richards	Councillor Cathy Scott
Councillor David Sheard	Councillor Ken Sims
Councillor Elizabeth Smaje	Councillor Mohan Sokhal
Councillor Julie Stewart-Turner	Councillor Amanda Stublely
Councillor John Taylor	Councillor Kath Taylor
Councillor Graham Turner	Councillor Sheikh Ullah
Councillor Michael Watson	Councillor Gemma Wilson
Councillor Linda Wilkinson	Councillor Fazila Fadia
Councillor Manisha Roma Kaushik	Councillor Bernard McGuin
Councillor Richard Smith	Councillor Mussarat Pervaiz
Councillor Rob Walker	Councillor James Homewood
Councillor Gulfam Asif	Councillor Richard Eastwood

55 Announcement by the Mayor and Chief Executive

No announcements were made.

56 Apologies for absence

Apologies for absence were received on behalf of Councillors D Firth, Grainger-Mead, Lyons, N Turner and Sarwar.

57 Declaration of Interests

The following declarations were made in respect of Agenda Item 4;

Councillor E Firth declared an 'other' interest on the grounds that he is a Director of Kirklees Community Association, and is Chair of Dewsbury Endowed Schools Foundation Trust Working Party.

Councillor Bellamy declared an 'other' interest on the grounds that she is a Trustee of Holme Valley Land Charity.

Councillor Greaves declared an 'other' interest on the grounds that he is a Member of Holme Valley Parish Council and Trustee of Holme Valley Land Charity.

Councillor Scott declared an 'other' interest on the grounds that she lives near to a site identified within the plan.

Councillor Smaje declared a Disclosable Pecuniary Interest on the grounds that she is a Board member of Kirklees Neighbourhood Housing.

Councillors Dodds declared an 'other' interest on the grounds that he is a Trustee of Kirklees Active Leisure.

Councillors Sokhal declared an 'other' interest on the grounds that he is a Trustee of Kirklees Active Leisure.

58 Kirklees Local Plan

It was moved by the Mayor, seconded by Councillor Iredale and;

RESOLVED –

(1) That in accordance with Council Procedure Rule 47, Council Procedure Rules relating to deputations and rules of debate be suspended in order to allow public representations to be made to Council, and for such contributions to be limited to a maximum of five minutes.

(2) That all Council Procedure Rules be reinstated at the conclusion of public representations and any subsequent responses by Councillors with the exception of Council Procedure Rule 16(2), to allow the continuation of the meeting beyond 9pm if necessary to ensure all business included on the agenda is considered and determined.

Council received an overview of the Local Plan process from Richard Hollinson, Policy Group Leader, prior to the receipt of public representations and public debate.

Verbal representations were then made to Council by the following members of the public; Keith Waddington, Sandra Shillito, Gary Ward, Richard Kaye, Nicholas Howe, Martin Linthwaite, Christopher Marsden, Gary Wood, Christopher Shaw, John Goodyear, Sarah Bell, Julie MacDonald, Neil Gemmell, Cheryl Tyler, Marcus Jessop, Robert Gawthorpe, Lauren Howe, Shane Barlow, Lesley Heslop, Jim Broughton and Nicola Sutcliffe.

Following the receipt of the representations, the Mayor advised that the meeting would adjourn for a short period.

ADJOURNMENT

Upon reconvening, the Mayor invited Councillor McBride to move the Motion. It was moved by Councillor McBride and seconded by Councillor Sheard that the submitted Draft Local Plan, be approved for publications, and that the recommendations as set out within the considered report, be approved.

Extraordinary Council - 12 October 2016

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

‘That Policy PLP 42 (Proposal for production of hydrocarbons) in the Draft Local Plan papers which is proposed for publication for consultation by the Council be amended to add a new criterion that where a proposal demonstrated that it will have a net zero impact on climate change.’

The AMENDMENT, on being out to the vote was CARRIED.

Whereupon, it was moved by Councillor J Taylor, and seconded by Councillor Patrick, by way of further AMENDMENT, that

‘The following policies in the Draft Local Plan which is proposed for publication for consultation by the Council be amended as follows; (a) That Policy 4 (Infrastructure Planning) be amended by inferring and additional sentence that where new infrastructure is required, the Council will expect phasing plans to be submitted as part of planning applications and where appropriate, will link the construction and occupation of that development to infrastructure provision (b) that the first criterion of Policy DLP22 (Parking) is amended to widen the text to include ‘town, district and local centres’ and to amend the supporting text to reflect the same and (c) That the Council develops a Supplementary Policy Document to cover the issue of a setback distance from dwellings in respect of wind turbines for safety purposes.’

The AMENDMENT, on being put to the vote was CARRIED.

The amended SUBSTANTIVE MOTION, on being put to the vote was CARRIED, and it was

RESOLVED -

(1) That approval be given to the publication of the Local Plan, subject to the amendments as set out above, and that formal representations relating to the legal and soundness tests be invited; and thereafter the Local Plan be submitted to the Secretary of State for independent examination in public, in accordance with the Local Development Scheme.

(2) That authority be delegated to the Director of Place to submit the Local Plan to the Secretary of State once the period for representations has expired.

(3) That (1) and (2) above be subject to (i) the completion of a Habitat Regulation Assessment and Sustainability Appraisal, and (ii) authorisation of the Director of Place, in consultation with the Leader and Deputy Leader, to make minor amendments as necessary, prior to the formal publication for representation and/or prior to submission of the Local Plan to the Secretary of State.

59

Consultation on the Community Infrastructure Levy - Draft Charging Schedule

It was moved by Councillor McBride, seconded by Councillor Sheard, and

RESOLVED –

(1) That approval be given to the Draft Charging Schedule being published for consultation, and that formal representations be invited, and thereafter that the Draft Charging Schedule be submitted for independent examination in public in accordance with the approved Local Development Scheme.

(2) That authority be delegated to the Director of Place to submit the Draft Charging Schedule for independent examination in public, once the period for representations has been completed.

(3) That (1) and (2) above be subject to authorisation of the Director of Place, in consultation with the Leader and Deputy Leader, to make minor amendments as may be necessary, prior to consultation for representations and/or prior to the submission of the Draft Charging Schedule for independent examination in public.

60 Council Budget Update Report 2017-2021, incorporating the Efficiency Plan (Reference from Cabinet)

It was moved by Councillor G Turner, seconded by Councillor Pandor, and

RESOLVED -

- (1) That approval be given to the early high level re-fresh of baseline funding and cost projections as detailed at paragraph 2.2.1, table 2.
- (2) That approval be given to the early savings proposals within the Medium Term Financial Plan update 2017-2021, as set out in paragraphs 2.3.5, table 3.
- (3) That approval be given to the budget planning framework as set out at paragraph 2.6.1.
- (4) That approval be given to the Council's Efficiency Plan, as attached at Appendix D, and submission to the DCLG, on or prior to 14 October 2016.
- (5) That approval be given to the proposed budget consultation approach and timetable, as set out in paragraphs 4.9 to 4.12.
- (6) That it be noted that an update will be provided later in the year on any material changes to high level cost and income assumptions as set out in this Medium Term Financial Plan update, in particular informed by the Autumn Statement announcement expected late November 2016, and further by the 2016 Local Government Financial; Settlement, as detailed in paragraphs 4.1 to 4.3.
- (7) That approval be given to the Budget Planning Framework as set out in paragraph 2.6.2.

KIRKLEES COUNCIL				
COUNCIL/CABINET/COMMITTEE MEETINGS ETC				
DECLARATION OF INTERESTS				
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.



**MINUTES OF THE MEETING OF THE
WEST YORKSHIRE COMBINED AUTHORITY
HELD ON THURSDAY 28 JULY 2016 AT WELLINGTON HOUSE, LEEDS**

Present:	Cllr Peter Box (Chair)	-	Wakefield MDC
	Cllr Tim Swift (Vice Chair)	-	Calderdale MBC
	Cllr Susan Hinchcliffe	-	City of Bradford MDC
	Cllr Simon Cooke	-	Conservative Representative (City of Bradford Council)
	Cllr David Sheard	-	Kirklees Council
	Cllr Judith Blake	-	Leeds City Council
	Cllr Stewart Golton	-	Liberal Democrat Representative (Leeds City Council)
	Cllr Keith Aspden	-	City of York Council
	Bob Cryan	-	Leeds City Region LEP
In attendance:	Councillor Keith Wakefield	-	Chair of Transport Committee
	Ben Still	-	WYCA
	Angie Shearon	-	WYCA

25. Apologies for Absence

Apologies for absence were received from Councillors Andrew Carter and Jeanette Sunderland and Roger Marsh.

26. Declarations of Disclosable Pecuniary Interests

Bob Cryan declared an interest in Agenda Item 9 (Project and Spending Approvals) – paragraph 2.7 (Huddersfield Innovation & Incubation Project) as Vice-Chancellor of the University of Huddersfield.

27. Minutes of the Meeting held on 23 June 2016

Resolved: That the minutes of the meeting of the WYCA held on 23 June 2016 be approved and signed by the Chair.

28. Implications of the Referendum on EU Membership

The Authority considered a report of the Director of Policy, Strategy and Communications regarding implications of the referendum on EU membership on the city region.

It was reported that immediately following the result of the EU referendum, the Leeds City Region LEP Board and local business leaders had met to discuss the implications of the “leave vote” and to identify the risks and emerging opportunities for the city region. West Yorkshire Leaders had also written to the Government about the work of WYCA and pressing for a prompt discussion to seek to conclude negotiations on a transformational package of devolution to the city region.

In the lead up to the referendum, the Authority and LEP had identified some of the potential implications of a ‘leave’ vote and based on discussions with businesses, local authorities, universities, colleges and Government, a joint West Yorkshire/Leeds City Region plan had been developed identifying issues which it was felt would be best responded to at a city-region level. The plan focussed on 3 key areas:-

- Understanding local business feeling and building confidence;
- supporting a cohesive society;
- ensuring funding is flexible and responsive to needs.

The plan, which was appended to the report, had been developed in the context of strong local approaches led by each council which it was considered was important to maintain local cohesion. A series of annexes were appended to the plan setting out potential implications for important areas of city region work.

Members discussed the local implications of ‘Brexit’ recognising that the effects would be felt differently across the city region. Members made the following observations:-

- The referendum had highlighted the stark divisions in society - between rich and poor, young and old, city and suburbs/rural areas, people enthusiastic about globalisation and those concerned by it. Concern was expressed that people felt disaffected and not valued. It was considered to be vital to respond to the concerns of the local electorate – particularly those people feeling insecure, those who felt they were not benefiting from globalisation and those affected by public services under strain from austerity.
- It was considered important to reinforce the values of the city region being an international, diverse, welcoming and outward looking place. The Chinese Ambassador had visited Leeds on 27 July signifying that the region was globally recognised which was vital to the success of the city region. Partners, investors and communities alike should be re-assured that WYCA, the LEP and local councils remain positive and outward-looking and that the

region has a strong and stable economy and all efforts would be made to ensure this continued.

- It was important that WYCA continued to monitor economic information and work collaboratively with member authorities to understand where and when there may be a need to respond and to target resources accordingly.
- It was considered vital that core cities have an input into the government's discussions on Brexit and that there is local government representation at the table with WYCA leading and co-ordinating activities. In light of the complete change in the government's Cabinet, contacts should be established, and relationships fostered, with key ministers as a matter of priority.
- Recognising the support which the city region had received in terms of European funding, concern was expressed that intelligence suggested that over the period 2017-2021 the LCR may potentially lose £8b of activity in its economy. It was considered essential to create the right environment and conditions for businesses to prosper and take advantage of opportunities to ensure that the city region economy would not be affected to such an extent.
- In view of the need and deprivation in parts of the city region, it is essential that any European funding is directed back to the city region and not directly to Westminster.
- It was important for WYCA to ensure that local businesses and the electorate fully understand what they and their local councils have done, and are doing, to mitigate the impacts of the 'leave' vote. It was also important to promote the positive/good news aspects to build confidence.

Members stressed that the outcome of the referendum made it more important than ever to deliver on the Strategic Economic Plan's goal of 'good growth'.

Resolved:

- (i) That the feedback provided by members be noted and that a watching brief be kept on the emerging situation.
- (ii) That the joint WYCA/LEP plan to ensure the city region is prepared to act and provide reassurance to investors be approved.

29. Leeds City Region Growth Deal 3 and Large Local Major Schemes Bids

The Authority considered a report of the Director of Policy, Strategy and Communications regarding bids for additional Growth Deal funding and for Large Local Major Scheme funding.

As previously reported to the June meeting of the Authority, the LEP had been invited by government to submit proposals to bid for two separate, but parallel, funding competitions as follows:

- £1.8bn was available from the Department for Communities and Local Government from the Local Growth Fund to support LEPs in their promotion of local economic development (Growth Deal 3);
- £475m was available from the Department for Transport for Large Local Major Schemes.

It was noted that decisions on the awarding of the funding were to be taken separately, however government had specifically asked that LEPs consider the two bids together in order that a single narrative could be provided about their combined impact.

The LEP Board had discussed and agreed the two bids at its meeting on 19 July and the content of the bids was summarised in paragraphs 3.1 to 4.3 of the submitted report.

Growth Deal 3 bid

It had been agreed that the bid should be strategically focussed around the new opportunities, challenges and priorities identified in the Strategic Economic Plan. A bid for £1.9m was to be submitted. The individual schemes comprising the bid had been developed in close consultation and collaboration with districts and with other relevant agencies, including the Homes & Communities Agency, the Environment Agency and Highways England.

Large Local Major Scheme bid

It was noted that there had been extensive dialogue with district partners regarding potential submissions and that all suggestions had been assessed on strict criteria, as set out in paragraph 2.4 of the report, meaning that a number of ideas had been deemed ineligible. The following two schemes had emerged as the best from the assessment process:

- North Kirklees Orbital Road (£151.6m)
- Dualling of A1237 York Northern Outer Ring Road (£141m)

The LEP Board had agreed to put forward the North Kirklees Orbital Road scheme for funding of approximately £1m to develop the scheme to Outline Business Case stage with funding for implementation subject to further competitive process.

The bids would be submitted by the government's deadline of noon on 28 July.

Resolved: That members note the content of the Growth Deal 3 and Large Local Majors Scheme bids to be submitted to government by noon on 28 July.

30. Transport for the North – proposal to the Secretary of State for the creation of a sub-national Transport Body

The Authority considered a report of the Managing Director seeking approval in principle to the proposal to establish a sub-national transport body (STB), Transport for the North (TfN), and agreement for WYCA to be a constituent authority of the STB.

It was reported that in order to establish TfN on a statutory footing, constituent authorities such as WYCA must:-

- together make a proposal to the Secretary of State for an STB to be established; and
- consent to the making of the regulations.

Members are asked for authority to progress the first of these actions; that is to make a formal proposal to the Secretary of State. WYCA's consent to any draft regulations would be sought at a later date and would provide WYCA with a further opportunity to consider arrangements.

A draft proposal, developed by the Transport for the North Partnership Board, on which WYCA and the LEP were represented, was appended to the submitted report for consideration. The report set out details of membership of the STB, voting arrangements, and powers and functions

The proposal would be submitted to government during the summer parliamentary recess for the Secretary of State to review the proposal and provide a decision. Once a decision to proceed had been given, it was anticipated that DfT lawyers would draft the regulations over the summer, following which the Secretary of State would consult on the draft regulations. Each constituent authority, including WYCA, would have a further opportunity in the autumn to review and consent to the regulations and to being a member of TfN.

The timetable for laying the regulations before Parliament would be dependent on policy and legislative processes; however discussions would continue with the DfT with a view to securing regulations in Spring 2017.

Members welcomed the progress with the proposal to establish TfN as a sub-national transport body acknowledging that transport was crucial to unlock productivity and grow the economy. The importance of tackling congested roads was discussed and the need to have a serious debate about movement of freight. It was reported that WYCA's Overview & Scrutiny Committee was in the process of establishing a working group to look at delivering transport priorities.

Members stressed the importance of ensuring that the STB was fully accountable and that appropriate scrutiny arrangements be put in place.

Resolved:

- (i) That the draft proposal, appended to the submitted report, to establish a sub-national transport body (Transport for the North) for the area of the constituent authorities, be approved in principle.
- (ii) That WYCA agree in principle, to be a constituent authority of Transport for the North.
- (iii) That authority to progress the matter, including finalising the proposal with the other constituent authorities, to the Secretary of State over the summer, be delegated to the Managing Director in consultation with the Chair of WYCA.
- (iv) To note that the final regulations to establish Transport for the North as a sub-national transport body will be subject to the consent of WYCA in due course.

31. HS2 Update and Leeds City Region Input to Northern Powerhouse Rail

The Authority considered a report of the Director of Policy, Strategy and Communications, providing an update on proposed changes to HS2 in South Yorkshire and seeking approval for a Leeds City Region (LCR) position on Northern Powerhouse Rail to be progressed for development and implementation through Transport for the North.

HS2

WYCA has been fully supportive of, and closely engaged in, the development of HS2 recognising that only transformational change to connectivity through new and radically improved HS2 and NPR networks, together with improvements to City Region transport networks, would support the Leeds City Region's Strategic Economic Plan vision and objectives. HS2 was expected to create significant additional capacity on north-south rail networks and radically reduce journey times.

The report provided an update on proposed changes to HS2 in South Yorkshire announced by Sir David Higgins on 7 July as follows:-

- HS2 to serve Sheffield city centre at the existing Midland Station;
- the HS2 station at Meadowhall to be removed;
- changes to the alignment between South and West Yorkshire;
- HS2 were considering the case for a new Parkway station between Leeds and Sheffield.

- HS2 journey times between Leeds and York would be quicker with the frequency remaining the same as originally proposed.

The report set out the pros and cons of the proposed changes which it was noted were likely to save a significant amount of money for HS2 and improve the business case for the eastern leg.

Members noted that the proposed changes would impact on the Wakefield District differently than had originally been proposed and that discussions were still ongoing. The change of the Sheffield station stop was welcomed.

It was reported that the proposals would not be confirmed until the Secretary of State route decision for HS2 Phase 2 later in 2016.

Northern Powerhouse Rail

At its meeting on 31 March, WYCA had agreed the importance of setting out a consistent and clear narrative to influence the northern and national agenda and to have a clearly defined list of regional priorities which could be delivered through Transport for the North. In that context, a study had been undertaken by WYCA, in partnership with consultants, to shape the Transport for the North agenda around Northern Powerhouse Rail (NPR) in terms of potential intermediate stations.

The work had looked at the economic impacts NPR could have on the Leeds City Region and had considered the additional impacts of having calling points in addition to Leeds. Paragraph 2.23 of the report set out areas of consensus which had emerged through dialogue with partners, including:

- that there should be an NPR stop at York to serve the northern and eastern parts of LCR and Yorkshire;
- that there should be an NPR stop between Leeds and Manchester with evidence strongly pointing towards the west of Leeds, particularly in Bradford city centre.

The draft results of the work had been shared with district officers and it was proposed that the conclusions be formally communicated to TfN in time to inform their technical work. Further feasibility work had been approved by WYCA's Transport Committee to explore and establish options to accommodate an NPR stop in Bradford as well as at a Parkway type facility that could serve both Bradford and other centres which members expressed their support for.

Members stressed the importance of increasing rail capacity and improving infrastructure in the north in order to deliver economic growth, but were also keen to ensure that this was not at the expense of a diminished service elsewhere.

Resolved:

- (i) That the proposed changes to HS2 in South Yorkshire and the associated implications for West Yorkshire be noted.
- (ii) That the areas of consensus on the LCR's requirements of Northern Powerhouse Rail, outlined in paragraph 2.23 of the submitted report, and supported more specifically through the evidence outlined in paragraph 2.24 be approved.

32. Project and Spending Approvals

The Authority considered a report of the Director of Resources seeking approval to funding from the Local Growth Fund, additions to the 2016/17 revenue budget and capital expenditure for an improved telephony system.

Local Growth Fund – Capital Approvals

The Authority were asked to approve funding from the Local Growth Fund for projects which had previously been considered and recommended by the Investment Committee. Details of each of the schemes were set out in paragraphs 2.1 to 2.10 of the submitted report. It was proposed that detailed arrangements regarding funding terms be delegated to WYCA's Managing Director.

Revenue Budget 2016/17

It was reported that since the approval of the budget in February, further funding had been secured and approval was sought to increase budgets as set out in paragraph 2.12 of the submitted report.

Capital Expenditure

Approval was sought to utilise £350k of local transport funding to replace the life expired main telephone and call centre systems across WYCA with more modern solutions which would integrate within its ICT desktop environment and mobile platform. Once implemented, the new system would also enable WYCA to record and live broadcast meetings.

Resolved:

- (i) That funding from the Local Growth Fund, with a decision on the final details on terms to be delegated to the Managing Director, be approved as follows:
 - £100k grant for pre-feasibility work on the A641 Bradford-Brighouse-Huddersfield corridor;
 - £21k grant for preparatory work for Castleford Rail Station;
 - £325k loan or grant investment for Bradford Odeon;
 - 4.62m loan investment for Forge Lane, Dewsbury;

- £2.55m loan and/or grant investment for York Central, including a maximum grant of £200,000;
- £2.922m grant funding, (profiled £1.89m in 2016/17 and £1.032m in 2017/18), subject to legal formalities including confirmation of revenue funds an overage agreement for the Huddersfield Innovation and Incubation Project;
- £2.5m loan to Yorkshire Finance, on commercial terms, to contribute to funding for the interim period until the Northern Powerhouse Investment Fund is established.

(ii) That increases to the revenue budgets as set out below be approved:

- Employer Ownership Pilot (EOP) - £8.7m for 2016/17;
- Apprenticeship Grant for Employers (AGE) - £4.064m for 2016/17.
- Business Growth Service. WYCA has received an indicative award of £1.025m for 2015-17 with a confirmed award of £512.5k for 2016/17 to enable the continuation of the Growth Hub activities.
- £150k - to support the management costs of the Better Homes Management contract.
- £625k - HS2 Growth Strategy to support work on HS2 in the region.
- £6m for 2016/17 for the Business Growth Programme to continue the support to small and medium sized businesses by providing capital grants to invest in land, buildings, plant and equipment.

(iii) That expenditure of £350k for enhanced telephony systems across WYCA be approved.

33. West Yorkshire Transport Strategy

The Authority considered a report of the Director of Policy, Strategy and Communications providing an update on work to develop a West Yorkshire Transport Strategy.

It was reported that WYCA's Transport Committee had overseen technical work to develop a new, draft Transport Strategy to align transport policy and delivery with the Strategic Economic Plan over a 20 year period (2016-36). The Transport Strategy is a high level statement of intent for delivering a step change in transport provision. It framed West Yorkshire policy in the context of national and pan-northern investment bringing together the aspirations of partner authorities into a shared set of principles to guide local transport investment.

A draft set of Transport Policy statements have been developed, with input from partner authorities, and were appended to the submitted report. The policy statement would be tested through consultation. A complementary work stream was also underway to develop and consult on a West Yorkshire Bus Strategy to provide a long term vision for the bus system.

It was reported that public and stakeholder consultation on the Transport Strategy and related Bus Strategy (branded as 'YourTravelYourSay') had commenced on 18 July and would run for 3 months up until 21 October. The public consultation would include online surveys, 80 public drop-in sessions across all West Yorkshire districts, plus stakeholder workshops. Hard copies of consultation materials would also be available via various sources and would be available in alternative formats and community languages on request.

Members of the Authority were encouraged to promote the consultation within their constituent local authority areas and invited to participate in a photo-shoot to publicise the consultation launch.

Members felt that it was important to recognise the significant shift in transport across the piste and technological advances, particularly in relation to real-time technology and intelligent systems. The issues surrounding air quality and pollution were discussed and the difficulties in regulating taxis.

It was envisaged that the two Strategies would be adopted by WYCA in late 2016/early 2017.

Resolved:

- (i) That work to develop the Transport Strategy, the Integrated Sustainability Appraisal conclusions and the links between the Transport Strategy and Local Plans and Strategies be noted.
- (ii) That the feedback provided by members be noted.

34. LCR Infrastructure Investment Framework

The Authority considered a report of the Director of Policy, Strategy and Communications seeking agreement to commence work on the LCR Infrastructure Investment Framework (IIF).

In September 2015, WYCA provided officers with a mandate to scope a City Region Infrastructure Investment Framework (IIF) as part of endorsing the Strategic Planning Review recommendations and devolution deal.

The report outlined the proposals for the Framework which would provide a long term (20+ years) integrated approach to identifying infrastructure needs, aligning investment and co-ordinating delivery across the City Region to support the economic and housing growth ambitions of both the LEPs Strategic Economic Plan and district Local Plans. The Framework would help inform WYCA and LEP input into key long term infrastructure programmes such as Transport for the North and Northern Powerhouse Rail.

The Framework would satisfy WYCA's, LEPs and local authorities' Duty to Cooperate responsibilities and would cover all types of infrastructure including transport, employment land, digital and broadband, green infrastructure and flood mitigation, energy and utilities.

Work on the Framework would be overseen by the LCR Planning Portfolios Board and include members from all eleven local authorities. The Portfolios Board would report to WYCA and the LEP Board at key milestones and decision making stages. The timescale for completing the Framework is anticipated to be approximately 18 months with key milestone dates provided in the report at paragraph 3.5.

Comment was made that clear demarcation lines would need to be drawn between the IIP Framework and the planning process in local authorities.

Resolved:

- (i) That the Authority approve the preparation of the LCR Infrastructure Investment Framework in line with the scope and timescales outlined within the submitted report.
- (ii) That the LCR Planning Portfolios Board oversee the preparation of the LCR Infrastructure Investment Framework reporting to WYCA and the LEP Board at key decision milestones.

35. Project Delivery and Portfolio Management Office

The Authority considered a report of the Director of Resources seeking approval to establishment of a Portfolio Management Office.

It was reported that, following an independent review commissioned in 2015, a set of proposals had been prepared by consultants to improve the delivery capability of WYCA and its District Authority partners in light of the size and scale of the capital funding involved in the delivery of Growth Deal and West Yorkshire plus Transport Fund projects.

The report set out detailed proposals for new shared processes, a new organisational design and capabilities and a fully integrated portfolio information management IT system (PIMS) to provide accurate data and reporting. Work was underway to procure support to deliver those elements and the use of internal staff would be maximised to keep costs lower than those proposed by the consultants with ongoing costs being met from the Growth Deal projects.

In order to allow faster progress of projects through the current decision making system whilst the new processes were being fully developed, it was recommended that WYCA's Managing Director exercise his existing powers of delegation to approve smaller scale projects which had been considered and recommended by the Investment Committee.

Arrangements would be reviewed as the new PMO process was developed in further detail.

Resolved:

- (i) That the establishment of the new Delivery Directorate, including an enhanced Project Management Office (PMO) that will, once properly embedded, equip WYCA and its partners with the processes, skills and information required to ensure project delivery on the scale required be approved.
- (ii) That the outline PMO process and the principle that this framework be used for all projects that are spending CA or LEP funds be approved.
- (iii) That the procurement and planned implementation of a new portfolio management IT system (PIMS) to enable transparent reporting of projects across the partnership be approved.
- (iv) That the proposed transitional arrangements of delegation to allow faster progress of projects through the current decision making system, while still ensuring suitable democratic accountability and oversight, be approved.

36. WYCA Corporate Plan for 2016-2017

The Authority considered a report of the Director of Resources regarding the Corporate Plan for 2016-2017.

At its meeting in February, the Authority approved the outline Corporate Plan which was presented alongside the budget for the year.

The Corporate Plan had been further developed to set out how WYCA would deliver against the Strategic Economic Plan together with a review of what had already been achieved. Annexes to the Plan set out how performance would be measured and how the One Organisation Programme would assist in achieving WYCA's ambitions.

Members were asked to consider the revised version of the Plan appended to the report.

Resolved: That WYCA's Corporate Plan for 2016/17 be approved.

37. WYCA Appointments and Nominations

The Authority considered a report of the Director of Resources in respect of the following:-

- A change in Kirklees Council's appointment to WYCA.
- The resignation of Councillor Baines as a WYCA member.

- A change in WYCA substitute members.
- A change in Kirklees Council's nominations to the Transport Committee.
- A change in Bradford Council's nominations to the Overview & Scrutiny Committee.
- The notification of Kirklees Council's representative on the West Yorkshire & York Investment Committee.

Resolved:

- (i) That the termination of Kirklees Council's appointment of Councillor Shabir Pandor and the appointment of Councillor David Sheard be noted.
- (ii) That the resignation of Councillor Baines as a WYCA member be noted.
- (iii) That the changes to WYCA substitute members be noted.
- (iv) That Kirklees Council's revised nomination to the Transport Committee be noted and that Councillor Marielle O'Neill be co-opted onto the committee in place of Councillor Mohan Sokhal.
- (v) That Bradford Council's revised nomination to the Overview & Scrutiny Committee be noted and that Councillor Nussrat Mohammed be co-opted onto the committee in place of Councillor Mohammed Amran.
- (vi) That the Authority note Councillor Peter McBride as Kirklees Council's representative on the West Yorkshire & York Investment Committee.

38. Business Rates Consultation

The Authority considered a report of the Director of Resources regarding the recently announced business rates consultation.

It was reported that on 5 July, the Government had launched a consultation on their commitment to allow local government to retain 100% of business rates raised locally. It was acknowledged that this was likely to have consequences for WYCA and local West Yorkshire authorities.

In view of the fact that a response to the consultation would need to be submitted prior to the next meeting of the Authority, it was proposed that WYCA's Managing Director should work with District partners to draft a response for submission by the required deadline.

Members discussed the implications for local authorities of the government's proposals. Councillor Aspden suggested that, as York City Council were preparing a response to the consultation it would be useful to share and co-ordinate responses.

Resolved:

- (i) That a response to the 'Self-sufficient local government: 100% Business Rates Retention' consultation be submitted by 26 September, with the detailed content to be delegated to the Managing Director in consultation with the Chair.
- (ii) That WYCA's response be circulated to all WYCA Members prior to submission.

39. Draft minutes of the meeting of the Transport Committee held on 1 July 2016

Resolved: That the draft minutes of the meeting of the Transport Committee held on 1 July 2016 be noted.

40. Draft Minutes of the meeting of the West Yorkshire & York Investment Committee held on 6 July 2016

Resolved: That the draft minutes of the meeting of the West Yorkshire & York Investment Committee held on 6 July 2016 be noted.



Name of meeting: **COUNCIL**
Date: **9 November 2016**

Title of report: **KNH - Annual Report to Kirklees Council**

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Is it in the Council's Forward Plan ?	No
Is it eligible for "call in" by Scrutiny ?	Yes
<p>Date signed off by <u>Director</u> and name</p> <p>Is it signed off by the Assistant Director - Financial Management, Risk, IT and Performance?</p> <p>Is it signed off by the Assistant Director - Legal Governance and Monitoring?</p>	<p>Jacqui Gedman - 6.10.16</p> <p>Debbie Hogg - 6.10.16</p> <p>Julie Muscroft - 7.10.16</p>
Cabinet member portfolio	Cllr Naheed Mather - Housing and Enforcement Management

Electoral [wards](#) affected: ALL

Ward councillors consulted: N/A

Public or private: Public

1. Purpose of report

- 1.1 To update Council on the performance of Kirklees Neighbourhood Housing (KNH) in delivering services for tenants and residents over the last financial year.

2. Key points

- 2.1 KNH is an arm's length management organisation which is wholly owned by the Council. This means that ownership of all the housing stock and land remains with the Council and the tenants are Council tenants.
- 2.2 The Council commissions KNH to implement Council policies and achieve joint outcomes for the benefit of the people of Kirklees.

- 2.3 The attached annual report to Council is part of the governance arrangements which enable the Council to hold KNH to account. This is supported through a variety of mechanisms including:-
- a. Councillor representation/nomination on the Board of KNH. There is a direct line of accountability through the Council political nominees from each party on the KNH board. This strengthens direct accountability to the Council.
 - b. Direct reporting to the lead Portfolio holder/Place by Assistant Director, Place and KNH Chief Executive.
 - c. Monthly reporting to the corporate resource briefing on the management of the Housing Revenue Account.
 - d. The Assistant Director, Place, has a primary role in holding KNH to account. This has been supported by internal mechanisms including monthly liaison and quarterly reviews.
 - e. In addition to the representation of tenants and residents views by Councillors, challenge is provided through tenant scrutiny; Published annual reports with feedback channels available; Independent surveys which check tenants' perceptions. On an annual basis an independent comprehensive survey takes place to gain the views of over 500 randomly selected tenants.
- 2.4 As one of the key actions from the work on the merger of KNH and Building Services, the governance arrangements will be reviewed and updated.
- 2.5 The attached report looks at achievements against and progress towards:-
- KNH's contribution to Council and its partner's strategic priorities.
 - The Council's core housing management and maintenance contractual requirements of KNH. Successes included :-
 - Tenant satisfaction of 84%.
 - Total rent due for the year 2015-16 was £82m, of which 97.3% was collected by KNH within an increasingly challenging climate.
 - Significant increase in the annual volume of repairs compared with the previous year and increasing average repair cost which was successfully delivered within budget.
 - Appointments made and kept rose to a new high of 95.78%.
 - Occupancy rates of retirement living schemes rose from 93% to 97.12%.
- 2.6 The report also highlights opportunities and challenges including, but not limited to, national policy changes and the related budget implications.
- 2.7 Moving forward, it is anticipated that the merger of KNH and Building Services will provide the opportunity to provide:
- Effective and efficient customer focused core housing management and maintenance services which also enable investment in strategic ambitions.

- Improved value for money and efficiencies plus the opportunity to be innovative in generating income through trading ancillary to the core functions.
- A medium to long term asset management strategy that ensures we have fit for purpose, decent homes to meet the needs of the community and maximises the value of council housing.
- Flexibility for the existing or any new organisation to have the opportunity to grow.
- A contribution under self-financing and the 30 year business plan to the delivery of the Council's and wider partnership strategic outcomes.

3. Implications for the Council

- 3.1 The management and maintenance of Council housing is delivered effectively in Kirklees within the allocated resources.
- 3.2 The perception of tenants and residents is positive towards the Council/KNH.

4. Consultees and their opinions

N/A

5. Next steps

KNH take on board feedback from Council and continue to work in partnership/work towards delivering the Council's strategic objectives as outlined in the delivery plan.

The report is shared for information at Council.

6. Officer recommendations and reasons

Council note the achievements of the last financial year and the basis on which KNH are commissioned to deliver services/outcomes.

7. Cabinet portfolio holder recommendation

The portfolio holder, Councillor Naheed Mather, notes the achievements of the last financial year and the basis on which KNH are commissioned to deliver services/outcomes and would ask Council to do the same.

8. Contact officer and relevant papers

Helen Geldart - Head of Housing Services
Tel - (01484) 221000
helen.geldart@kirklees.gov.uk

KNH performance report - please see Appendix A.

9. Assistant Director responsible

Kim Brear - Assistant Director - Place
Tel - (01484) 221000
kim.brear@kirklees.gov.uk



Annual Report to Kirklees Council

9 November 2016

*Quality homes and services
in successful communities*



KNH's Vision

- Be the 'go to' housing and property organisation in Kirekale
- Be an outward-facing anchor organisation in our communities



What are we here for.

- To deliver exceptional housing and property services to 23,000 council tenants, creating better outcomes for our customers
- Minimise the negative impacts of welfare reform and proactively prepare for the Housing & Planning Act
- Improve core service delivery through listening and learning to our customers
- Deliver within the resource available



Where are we now?

- **Merger with Building Services** – took place on 17th October 2016.
- **Welfare reform** – proactive work to support tenants
- **Housing & Planning Act** – ending lifetime tenancies, pay to stay, sale of high value homes



What KNH achieved in 2015/16

- **84%** of our customers were satisfied with the services we provide
- We let **2298** properties in 2015/16 – 98.6% occupancy rate; the average time to re-let was 31.2 days
- We collected **97.3%** of the £82m rent due; welfare reform changes have added £350,000 to our overall arrears position

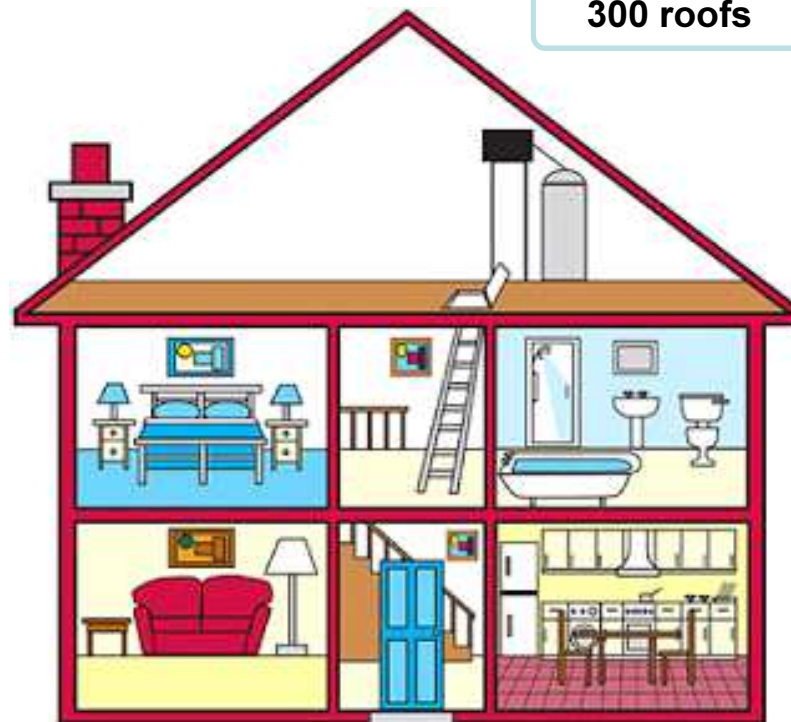


Repairing & Maintaining Council Homes

We managed 23,000 council homes during the year

KNH and Building Services managed the council's £7.6m responsive repairs budget, delivering 76,946 repairs over the year

99.83% are now upgraded to "decent homes" standard



300 roofs

740 rewires

1157 boilers & central heating systems

326 bathrooms

266 kitchens

Quality homes and services in successful communities



Delivering Economic Resilience

- Made 109 trust fund applications, realising £59,355 for tenants
- Helped 121 tenants make a case to benefit agencies, resulting in £53,743 additional income
- Distributed 79 food parcels and Christmas gifts for 110 families
- Helped 327 tenants and got 85 into employment and 76 into training



Delivering Early Intervention & Prevention

- We increased occupancy of our retirement living schemes to 97.12%
- 3457 older people took part in 364 activities designed to help them stay active and engaged with their community
- 123 new tenancies set up for young first-time tenants and 86 furniture packs supplied; 80% positive terminations
- 150 children attended breakfast clubs
- 450 children attended play schemes



Name of meeting: Council

Date: 9 November 2016

Title of report: Appointment of Independent Persons

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Is it in the Council's Forward Plan ?	No
Is it eligible for "call in" by Scrutiny ?	No
Date signed off by Director & name Is it signed off by the Director of Resources? Is it signed off by the Assistant Director – Legal, Governance & Monitoring	N/A 14/09/2016
Cabinet member portfolio	Resources – Cllr Graham Turner

Electoral [wards](#) affected:

N/A

Ward councillors consulted:

Group Business Managers for each group

Public or private:

Public

1. Purpose of report

- 1.1 To re-appoint the Independent Person and Deputy Independent Person who are currently appointed to assist the Monitoring Officer in the Code of Conduct/Standards regime for Kirklees for a further period of up to 1 year.

2. Key points

Independent Persons

- 2.1 Under the Localism Act 2011 the Council was required to establish its own Standards process/Code of Conduct. This replaced the previous National Members Standards regime. The Localism Act also required that an Independent Person is appointed who must be consulted prior

to a decision to carry out an investigation as part of any Standards process.

- 2.2 In Kirklees Council's Code of Conduct and Standards process the role of the Independent Person is to be a point of consultation should the Monitoring Officer wish to decide that an investigation take place. The Independent Person is also part of the Panel which the Monitoring Officer consults at an early stage in the process to decide what action (if any) should be taken by the Member who is subject of the complaint.
- 2.3 The original Independent Persons were appointed for 2 years from 24 October 2012 when the new Local Standards process was first adopted by Kirklees. This was agreed by Council on 24 October 2012 following a verbal report by the Acting Assistant Director – Legal, Governance and Monitoring. The appointment was renewed for a further two years on 5 November 2014 and is once again due to end in November 2016.
- 2.4 The Group Business Managers for each of the Groups who are consulted by the Monitoring Officer as part of the Standards process were asked whether they were in agreement to the appointment being extended. All of them were of the opinion that the current Independent Person (Richard Michael Stow) and the Deputy Independent Person (Angela Doreen Vine) should be re-appointed for a further period of 1 year.
- 2.5 The re-appointment has been requested for a period of up to one year because a Standards review has been underway and due to conclude shortly. The role of the Independent Person has been considered during the review and there is an option for the role of the Independent Person to be developed and extended. The outcome of the review will not be concluded until December 2016 or early New Year, so the current extension is sought until the final decision is made by Council.
- 2.6 Further reports will come back to Council in due course regarding the Standards review and the operation of the Standards regime

3. Issue to be Resolved

- 3.1 Appointment of the Independent Persons for a further period of up to 1 year

4. Consultees and their opinions

- 4.1 Group Business Managers have been asked for their views about the appointment of the Independent Persons and they are in agreement to the proposal.
- 4.2 A report was taken to CGA on 23 September 2016 who recommended that they be reappointed for the reasons set out in the report.

5. Next steps

- 5.1 The Monitoring Officer to re-appoint the Independent Persons

6. Officer recommendations and reasons

- 6.1 That Council agree that Richard Michael Stow and Angela Doreen Vine be appointed for further period of up to 1 year

7. Cabinet portfolio holder recommendation

N/A

8. Contact officer and relevant papers

Samantha Lawton - Senior Legal Officer

Julie Muscroft – Assistant Director Legal Governance and Monitoring

9. Assistant director responsible

Julie Muscroft

Assistant Director

Legal, Governance and Monitoring

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Name of meeting: Council

Date: 9 November 2016

Title of report: Transitional Constitutional Changes

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	N/A
Is it in the Council's Forward Plan ?	N/A
Is it eligible for "call in" by Scrutiny ?	N/A
<p>Date signed off by Director & name</p> <p>Is it signed off by the Director of Resources?</p> <p>Is it signed off by the Assistant Director – Legal, Governance & Monitoring</p>	Yes – 15/09/2016
Cabinet member portfolio	Resources – Graham Turner

Electoral [wards](#) affected: N/A

Ward councillors consulted: N/A

Public or private: Public

1. Purpose of report

1.1 To update members in relation to Senior Management changes and the proposed transitional constitutional changes required until full implementation of the new arrangements which are likely to be by 1st April 2017.

2. Key points

2.1.1 The Chief Executive took a report on 14th July 2016 to Personnel Committee when it was agreed that the nature of Directors and Assistant Director roles would change and that as a consequence that the current number of Directors would reduce from 5 to 3 and the number of Assistant Directors would be revisited. Since then it has been announced that the Director of Resources retired from the Authority from 1st October 2016

2.1.2 Members will be aware that the Chief Executive took a further report to Personnel Committee on 19th September 2016 in which he set out his proposals for further changes to the Senior Management of the Authority. It is anticipated that should the proposals be agreed the changes will be implemented fully by 1st April 2017.

2.1.3 In the interim it will be necessary to ensure that the Councils scheme of delegation remains in operation. The scheme of delegation is set out in Section F of Part 3 of the Constitution. Most of the delegations are executive but in a few cases as set down below there are Non-Executive functions delegated to the Director of Resources such as:-

- appointing members to outside bodies (in consultation with the Group Business Managers) and
- appointing members to charities.

2.1.4 The Director of Resources is the designated Chief Officer responsible for the proper administration of the Council's financial affairs under s.151 of the Local Government Act 1972 and is responsible for the strategic direction and overall management and delivery of the functions and responsibilities as set out in Appendix 1.

2.1.5 Article 12 of the Constitution provides the Chief Executive with the authority to determine the individual responsibilities of Officers. Following the departure of the Director of Resources there will be a transitional period until the re-organisation of the Senior Management team is complete later in the year. The Assistant Director (Financial Management, Risk, IT and Performance) is currently the nominated section 151 deputy in the absence of the Section 151 officer. Until the full implementation of the structure the Chief Executive will appoint the Assistant Director (Financial Management, Risk, IT and Performance) to be the designated section 151 officer for transitional period. The Chief Executive has also determined that the Assistant Director Legal, Governance and Monitoring will be responsible for Governance and Democratic Services for the transitional period.

2.1.6 As a result of this the following constitutional changes will occur to the Non Executive Functions of the Director of Resources as set out in Appendix 1 for the transitional period:-

Constitutional Changes to Note

That the Non- Executive Functions under the headings Strategic Financial Advice and Accounting Risk and Performance in Appendix 1 will be carried out by the Assistant Director (Financial Management, Risk, IT and Performance) who will be the designated s.151 Chief Officer Strategic Finance Officer

That the Non- Executive Functions under the heading Governance and Democratic Services in Appendix 1 will be carried out by the Assistant Director of Legal, Governance and Monitoring

- 2.1.7 The above changes will be on a temporary basis so the named officer can continue the delegations that are currently in place for the Director of Resources until the re-organisation of the Senior Management team has concluded.
- 2.1.8 In so far as the remaining areas and Executive functions, the responsibilities will be carried out by the appointed Assistant Director as set out in the Director of Resources current scheme of delegation in the particular area and/or the Director given interim responsibility by the Chief Executive for other non-statutory functions which fall within the responsibility of the Director of Resources.
- 2.1.9 A further report will be presented to Corporate, Governance and Audit and Council if there are any further interim changes which are required and following the appointment of Strategic Directors under the Chief Executives review of the senior management structure.
- 2.1.10 A thorough review of the delegations in the constitution is planned once the transitional phase has ended and the Strategic Directors and Service Directors have been appointed.

3. Implications for the Council

- 3.1 The council is responsible for ensuring that the appropriate delegations and responsibilities are in place, in particular those designated by statute as in this case, are properly delegated so we can ensure robust, sound and lawful decision making.

4. Consultees and their opinions

- 3.1 The proposed amendments have been discussed with the Chief Executive, Assistant Director of Legal, Governance and Monitoring, and Assistant Director (Financial Management, Risk, IT and Performance).
- 3.2 A report was taken to CGA on 23 September 2016 which had no objections to the changes and its contents noted

5. Next steps

- 5.1 The Monitoring Officer makes the necessary constitutional amendments

6. Officer recommendations and reasons

- 6.1. The designation of the Assistant Director (Financial Management, Risk, IT and Performance) as the section 151 statutory officer ;and
- 6.2 the proposed changes to the responsibility for non executive functions, as set out in within this report for the transitional period , be noted.
- 6.3 The report be referred to Council to note

7. Cabinet portfolio holder recommendation

Not applicable

8. Contact officer and relevant papers

Samantha Lawton – Senior Legal Officer

Julie Muscroft – Assistant Director – Legal, Governance and Monitoring

9. Assistant director responsible

Julie Muscroft – Assistant Director – Legal, Governance and Monitoring

Appendix A

Director of Resources

The holder of the post of Director of Resources is designated as the officer responsible for the proper administration of the Council's financial affairs pursuant to s151 of the Local Government Act 1972 and is responsible for the strategic direction and overall management and delivery of the functions and responsibilities of the Resources Directorate and, without prejudice to the foregoing, shall have power to discharge the following functions and responsibilities, subject to compliance with the Constitution, FPRs, CPRs, approved policies of the Council or the Executive (as appropriate) and all legal requirements:

A. Strategic Financial Advice and Accounting

Non-Executive Functions

1. All functions and responsibilities of the Council relating to strategic financial advice and accounting subject to the exceptions that:

Matters are referred to the Council and/or the Corporate Governance & Audit Committee as specified in paragraph 3 of the General Provisions.

Executive Functions

2. All functions and responsibilities of the Council relating to strategic financial advice and accounting that are not by virtue of any legislation present or future prevented from being the responsibility of the Executive or required by legislation to be carried out by full Council together with any Local Choice functions set out within Section A of this Part that have been allocated to the Executive subject to the exceptions that:

Matters are referred to the Executive in the following cases:

(i) As specified in paragraph 3 of the General Provisions above.

Without prejudice to the generality of the above such functions and responsibilities referred to in A1 and A2 above include but are not limited to:

- (a) Strategic Finance;
- (b) Business and finance advice to directorates; and
- (c) Treasury Management.

B. Customer & Exchequer Services Matters

Executive Functions

1. All functions and responsibilities of the Council relating to its customer and exchequer services and not by virtue of any legislation present or future prevented from being the responsibility of the Executive or required by legislation to be carried out by full Council together with any Local Choice functions set out within Section A of this Part that have been allocated to the Executive subject to the exceptions that:

Matters are referred to the Executive in the following cases:

(i) As specified in paragraph 3 of the General Provisions above.

Without prejudice to the generality of the above, such functions and responsibilities referred to in B1 above include but are not limited to:

- (a) Customer Strategy;
- (b) Customer Contact (KD, KIP, LIC);
- (c) Housing Benefits;
- (d) Revenues and Income;
- (e) Advice;
- (f) Complaints; and
- (g) Town and Public Halls
- (h) Registrars' Service

C. Governance & Democratic Services Matters

Non-Executive Functions

1. Discharge of all functions and responsibilities of the Council relating to governance and member relations (including elections) subject to the exceptions that:

Matters are referred to Council:

- (i) As specified in paragraph 3 of the General Provisions above.

Matters are referred to Corporate Governance and Audit Committee:

- (i) As specified in paragraph 3 of the General Provisions above.

Without prejudice to the generality of the above, such functions and responsibilities referred to in C1 above include but are not limited to:

- (a) The determination (in consultation with Group Business Managers) of nominations to outside bodies in circumstances where the Council or, in default, the Corporate Governance & Audit Committee have agreed in principle to nominate representatives and the political ratios; and
- (b) The acceptance of nominations for charitable trustees agreed by Area Committees. All such nominations will be reported for information to the Corporate Governance & Audit Committee.

Executive Functions

2. Discharge of all functions and responsibilities of the Council relating to governance, member relations and information management not by virtue of any legislation present or future prevented from being the responsibility of the Executive and not required by legislation, to be carried out by full Council together with any Local Choice functions set out within Section A of this Part that have been allocated to the Executive subject to the exceptions that:

Matters are referred to the Executive in the following cases:

- (i) As specified in paragraph 3 of the General Provisions above.

D. Information Technology Matters

Executive Functions

1. All functions and responsibilities of the Council relating to its information technology activities and not by virtue of any legislation present or future prevented from being the responsibility of the Executive or required by legislation to be carried out by full Council together with any Local Choice functions set out within Section A of this Part that have been allocated to the Executive subject to the exceptions that:

Matters are referred to the Executive in the following cases:

i) As specified in paragraph 3 of the General Provisions above.

Without prejudice to the generality of the above, such functions and responsibilities referred to in D1 above include but are not limited to:

a) IT Strategy and Change.

E. Risk and Performance

Non-Executive Functions

1. All functions and responsibilities of the Council relating to risk and performance matters subject to the exceptions that:

Matters are referred to the Council and/or the Corporate Governance & Audit Committee as specified in paragraph 3 of the General Provisions.

Executive Functions

2. All functions and responsibilities of the Council relating to risk and performance matters and not by virtue of any legislation present or future prevented from being the responsibility of the Executive or required by legislation to be carried out by full Council together with any Local Choice functions set out within Section A of this Part that have been allocated to the Executive subject to the exceptions that:

Matters are referred to the Executive in the following cases:

(i) As specified in paragraph 3 of the General Provisions above.

Without prejudice to the generality of the above, such functions and responsibilities referred to in E1 and E2 above include but are not limited to:

(a) Performance;

(b) Risk Management;

(c) Internal Audit; and

(d) Insurance.

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COUNCIL MEETING

Wednesday 9 November 2016

Written Questions

- (1) Question by Councillor Smith to the Cabinet Member for Economy, Skills, Transportation and Planning - Transportation and Planning (Councillor McBride)**

“Can you please feedback to Council on footfall figures in Huddersfield following the enablement of Bus Gates?”

Cabinet Member to Respond

- (2) Question by Councillor Smith to the Cabinet Member for Housing and Enforcement Management (Councillor Mather)**

“What has the Council spent on clearing fly-tipping in the last 3 months?”

Cabinet Member to Respond

- (3) Question by Councillor McGuin to the Cabinet Member for Community Cohesion and Schools (Councillor Ahmed)**

“Is the Councillor minded to recommend allowing All Hallows to expand its age range?”

Cabinet Member to Respond

- (4) Question by Councillor Palfreeman to the Deputy Leader/Cabinet Member for Strategy and Strategic Resources, New Council and Regional Issues (Councillor Pandor)**

“What is ‘New Council’?”

Cabinet Member to Respond

- (5) Question by Councillor Palfreeman to the Cabinet Member for Housing and Enforcement Management (Councillor Mather)**

“How much has the Council spent in each of the last three years removing, or causing the removal, of unauthorised advertising material from buildings and street furniture in Kirklees? How many proceedings have been initiated under the provisions of s224 of the Town and Country Planning Act 1990 with what proportion of success? How many fixed penalty notices under the Clean Neighbourhoods and Environment Act 2005 have been issued? Finally, how many applications for consent for the display of material has the Council received during each of the 3 years?”

Cabinet Member to Respond

(6) Question by Councillor Palfreeman to the Deputy Leader/Cabinet Member for Strategy and Strategic Resources, New Council and Regional Issues (Councillor Pandor)

“In the list of roles published for item 14 on today’s agenda you are described as being responsible for “Strategy and Strategic Resources, New Council and Regional Issues”.

Is this description of your responsibilities correct?”

Cabinet Member to Respond

(7) Question by Councillor Palfreeman to the Deputy Leader/Cabinet Member for Strategy and Strategic Resources, New Council and Regional Issues (Councillor Pandor)

‘Do you agree with the concept of job sharing?’

Cabinet Member to Respond

(8) Question by Councillor N Turner to the Cabinet Member for Housing and Enforcement Management (Councillor Mather)

“Could Cllr Mather please confirm when the policy regarding the size of trailer that can be used to access our municipal tips was last reviewed?”

Cabinet Member to Respond

(9) Question by Councillor N Turner to the Cabinet Member for Highways and Neighbourhoods (Councillor Khan)

“Could the Cabinet member please let us know what preparations are being made for winter maintenance this year?”

Cabinet Member to Respond

(10) Question by Councillor A Pinnock to the Cabinet Member for Adults, Health and Activity to Improve Health (Councillor Kendrick)

“Given the Government’s recent statements about funding for community pharmacies and the potential for the closure of some of them in our area, I should be grateful if the Cabinet Member would share with us their thinking on the possible consequences for Kirklees?”

Cabinet Member to Respond

(11) Question by Councillor Cooper to the Cabinet Member for Housing and Enforcement Management (Councillor Mather)

“Could you detail for us the current action taken by the Council in partnership with other agencies to deal with the aftermath of the abandonment of the Hunters Waste Services site at Lockwood?”

Cabinet Member to Respond

(12) Question by Councillor Burke to the Cabinet Member for Community Cohesion and Schools (Councillor Ahmed)

“The Government plans to reallocate school budgets according to a new national funding formula. This will mean schools in the Lindley ward and across Kirklees are facing large cuts in funding. Can the Cabinet Member advise what the Council is doing to support our schools and help keep the investment we need?”

Cabinet Member to Respond

(13) Question by Councillor J Taylor to the Cabinet Member for Adults, Health and Activity to Improve Health (Councillor Kendrick)

“Could the Cabinet Member explain what actions have been taken to safeguard the health and wellbeing of the residents of South Huddersfield in light of the proposed cuts to the Ambulance Service provision at the Honley Depot?”

Cabinet Member to Respond

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 9th February 2016

Present: Councillor David Sheard (Chair)
Councillor Steve Hall
Councillor Erin Hill
Councillor Viv Kendrick
Councillor Peter McBride
Councillor Shabir Pandor
Councillor Cathy Scott
Councillor Graham Turner

Apologies: Councillor Jean Calvert

In attendance:

Observers: Councillor Martyn Bolt

205 Membership of the Committee

Apologies were received from Councillor Jean Calvert.

206 Minutes of previous meeting

The Minutes of the meeting held on 17 November and 15 December 2015 were agreed as a correct record.

207 Interests

Councillor Cathy Scott declared a disclosable pecuniary interest in Agenda Item 10 - Leasehold Asset Transfer of Chickenley Community Centre, due to her being the Centre Manager and withdrew from the meeting during consideration of the item.

Councillor Steve Hall declared a disclosable pecuniary interest in Item 12 - Future Delivery of Housing Functions and Services (including repairs and maintenance) due to his wife working for KNH and took no part in the decision making process on the item.

Councillor Peter McBride declared an other interest in Agenda Item 19 - Provision of loan facility to a hotel development at the John Smith's Stadium site, Huddersfield, due to him being a Director at Kirklees Stadium Ltd and withdrew from the meeting during consideration of this item.

Councillors David Sheard, Erin Hill, Viv Kendrick, Shabir Pandor, Cathy Scott and Graham Turner declared other interests in Agenda Item 12 due to their Trade Union Membership.

208 Admission of the Public

Cabinet agreed that all items be considered in public with the exception of confidential information relating to the Transport Services - 1 Year Capital Investment Vehicle Replacement Programme 2016/2017 and the Provision of loan facility to a hotel development at the John Smith's Stadium site, Huddersfield.

209 Deputations/Petitions

No deputations or petitions were received.

210 Public Question Time

No questions were asked.

211 Member Question Time

No Member questions were asked.

212 Implications of School category changes for Land and Premises - an extension of delegation to Senior Officers to dispose of Council assets.

Cabinet considered a report seeking the delegation of powers to the Assistant Director, Place and Assistant Director, Legal and Governance for them to be able to deal with the disposals of Council assets, when a school changes category or in order to regularise the position that has arisen as a result of historical or a new extension to certain types of schools. The report set out the range of categories of state funded and other types of schools and the implications in relation to land and buildings for each of these categories and, specifically, identified the circumstances where the Council was required to transfer ownership of buildings and/or land to a relevant school.

The report provided information on the proposed delegation of powers to the Assistant Director Place and Assistant Director, Legal and Governance.

RESOLVED -

(1) That the information received regarding the implications of school category changes for land and premises be noted.

(2) That approval be given to the delegation of powers to the Assistant Directors Place and Assistant Director Legal and Governance to deal with the disposal of Council assets either as a result of school expansion, historic or otherwise and also when a school changes category.

213 Determination of Admission Arrangements for 2017/18

Cabinet considered a report seeking the determination of School Admission arrangements for 2017/2018, both in relation to Kirklees Coordinated Admission schemes (including In-Year admissions) and admission arrangements for all Kirklees Community and Voluntary Controlled schools.

The report indicated that the Council is required by law to produce admission schemes to coordinate the admission of children to the first year of all schools in Kirklees and also sought approval for the Kirklees scheme for the coordination of the admission of rising 5 year olds and admission of first year of Junior, Middle and Secondary schools in 2017/18 (including In-Year admissions).

The considered report also advised that the Council was the admission authority for Kirklees Community and Voluntary Controlled schools and, following the annual consultation about arrangements for admission, the report sought authority to determine those admission arrangements for Kirklees Community and Voluntary Controlled schools for 2017/18 which had to be done by 28 February 2016, to comply with the School Admission Code.

The considered report provided information on the proposed admission arrangements in the above categories.

RESOLVED -

(1) That the Kirklees Coordinated Admission schemes for 2017/2018, including In-Year admissions, as set out at Appendix 2 of the considered report be approved.

(2) That the admission arrangements for Kirklees Community and Voluntary Controlled schools as detailed in Appendix 1 and including the recommended Pupil Admission Numbers (PAN's) for the schools where Governing Bodies requested a change to the PAN proposed by the Local Authority, as detailed in Appendix 1 to the considered report be approved.

214

Leasehold Asset Transfer of Chickenley Community Centre

Cabinet considered a report outlining a proposal to transfer the land and buildings on a long leasehold transfer, which currently make up Chickenley Community Centre at Princess Road, Chickenley, to the community location known as Chickenley Community Centre. The terms of the lease set out within the considered report included covenants to ensure that Chickenley Community Centre is a building that principally remained available for community use only.

The report indicated that the community asset transfer involved transferring land and buildings, from a statutory body to a community organisation at "less than best consideration" which was less than the full market value, in order to further local social, economic and/or environmental objectives.

The report indicated that the proposals were in line with the Council's Asset Management Policy which had been approved at Cabinet in October 2013.

RESOLVED -

(1) That officers be authorised to grant a 125 year full repair and insure leasehold of the building and land currently used for Chickenley Community Centre to the Community Association known as Chickenley Community Centre for no premium/nil consideration, subject to the lease containing covenants that restrict the use of the centre for community use, but with the flexibility that up to 30% of the floor space of the existing building on the centre can be used for commercial purposes.

(2) That it be noted that the Assistant Director Physical Resources and Procurement and Assistant Director Legal, Governance and Monitoring have delegated authority to negotiate and agree the terms of the lease that relate to the transfer of the Chickenley Community Centre.

215 Transformation of Council Pre-school Daycare Services - Phase 5

Cabinet considered a report providing an update on proposals for delivering the requirements of the Council's Medium Term Financial Plan for 2015-2018 within the Council's agreed Childcare Commissioning and Market Management Framework. The report specifically sought approval to proceed with a proposal at Little Jack's Day Care at Chickenley, Dewsbury.

The considered report provided information relating to the finances and demand for places at Little Jack's Nursery and, in line with the Council's Medium Term Financial Plan set out 4 options for consideration in relation to the future of the centre.

The considered report provided information on the benefits of the recommended option at Model C as set out at paragraph 2.13 to 2.16 of the considered report.

RESOLVED - That approval be given to the proposal as set out in model C to the considered report, which would result in the transfer of management of Little Jacks Nursery to Orchard Academy School.

216 Future Delivery of Housing Functions and Services (including repairs and maintenance)

Subsequent to a previous decision at Cabinet on 22 September 2015 regarding options for the future delivery of housing functions and services, to include repairs and maintenance, Cabinet considered a report providing a detailed analysis of an option to merge Kirklees Neighbourhood Housing (KNH) with Kirklees Building Services (KBS) as distinct from the continuation of the existing arrangements for both functions.

The considered report outlined the considerations for developing and determining the content and length of any new management agreement for the future delivery of housing functions and services in light of any merger, provided information on a high level deliverable implementation plan and timeline for a merger should this be agreed and sought approval to proceed with a merger of KNH and KBS.

Detailed information was contained within the considered report on the considerations that needed to be given in relation to the proposal to merge KBS and KNH, including how the proposal related to the Council in its journey to becoming New Council and the proposals linked to the Council's Strategic Priorities set out within the Kirklees Economic Strategy and the Joint Health and Wellbeing Strategy.

The report reminded Cabinet of the background to the proposal and set out a detailed option appraisal, including information on Governance, accountability and participation and a financial assessment of the proposals that were to be considered.

The report provided conclusions to the option appraisal which, on balance, recommended the option to merge KBS and KNH and the report then went on to set out the expectations of a merged organisation. Information was also contained within the report on the implications of the merger for the Council in relation to financial issues, including the Council's Medium Term Financial Plan and the Legal and Governance Implications of the proposal.

RESOLVED -

(1) That the Council's high level option appraisal included at paragraph 4.2 of the considered report be noted together with the appraisal commissioned by the Council from the Housing Quality Network set out at Appendix 1, together with all information in the considered report.

(2) That the recommended approach to transfer the Council's building maintenance DSO (Kirklees Building Services) to KNH Ltd, including staff as well as responsibility for operational repairs and maintenance services to Council Houses; other Council owned premises and work for some schools (proposed transfer) from or before 1 April 2017, be approved, subject to the satisfactory resolution of Legal, Financial, HR issues highlighted within the considered report.

(3) That the financial implications of the proposal shown at paragraph 4.2 and 7.1 of the considered report be noted together with the further work required by officers before it is possible to make the final decision in relation to the proposed transfer.

(4) That the legal framework set out at paragraph 7.2 of the considered report on the Council's legal power to enter into the proposed transfer arrangements and the further work required before it is possible to make a final decision in relation to the proposed transfer be noted.

(5) That the response to the statutory consultation exercise under Section 3 of the Local Government Act 1999 and Section 105 Housing Act 1985, together with the Council's response at Section 8 of the considered report and Appendix A be noted.

(6) That the proposed arrangements set out at paragraphs 6.9, 7.1.4 and 7.2.5 in relation to service level agreements between the Council and KNH be noted.

(7) That the HR implications at paragraph 7.3 of the considered report be noted and that approval be given to the transfer of all effected Council employees "in scope" and the provision of information and consultation as appropriate with Trade Unions.

(8) That the project management arrangements set out at paragraph 9.2 of the considered report, which would be responsible for ensuring the outstanding legal, financial, HR and organisational issues are addressed be noted.

(9) That authority be delegated to the Director of Place or authorised representatives to progress the matters, including amongst other things, those listed in the implementation plan, to effect the proposed transfer; in accordance with the Council's contract procedure rules, the award of a 20 year management agreement, covering housing management and building maintenance services; a new delivery plan; leases of relevant premises; appropriate valuations based on market rate; consents as considered appropriate; and any other ancillary documentation to effect the transfer and commencement of a new agreement from or before 1 April 2017 and that it be noted that if further risk are identified or there are any material changes to any issues that emerge, the report be brought back to Cabinet for further decision.

(10) That authority be delegated to the Assistant Director Legal, Governance and Monitoring to sign, seal (as appropriate), and enter into on behalf of the Council, any documentation (including, but not limited to) leases, a new 20 year management agreement, for housing management and building maintenance and repair services and other associated and or ancillary documentations to effect the transfer of services to KNH; and update the Councils constitution as required.

217 West Yorkshire Transport Fund - Scheme Principles

Cabinet considered a report providing information on a number of forthcoming sensitive issues which were likely to arise from the development of the Kirklees West Yorkshire Transport Fund Schemes and seeking approval of the key highway design principals associated with this initiative.

The considered report indicated that some of the key issues around how the Council improved and developed its main transport corridors to deal with traffic congestion problems where likely to be publically contentious and leading to Cabinet having to take difficult decisions. The considered report set out where the key issues may arise as well as proposed principles to help mitigate concerns arising from proposals under consideration.

The considered report provided information on the West Yorkshire Plus Transport Fund and specifically provided details on core projects and gateway schemes. The report recommended proposed principles relating to the design and implementation of schemes associated with the fund which was set out at paragraph 2.2 and went on to provide information on key considerations for each of the principles as set out below:-

- * Strategic Needs v Local Concerns
- * Creating Gateways to our main centres
- * Land equitation/appropriation
- * Use and management of road space
- * Green streets/green corridors

That the report went on to set out the implications for the Council in adopting the design principles, including information on the financial implications.

RESOLVED -

(1) That approval be given to the following key highways design principals as a basis for the design and development of the Kirklees West Yorkshire Transport Fund schemes;

- * Strategic and local needs will need to be carefully considered but where there is a strong evidence need for measures in support of overall benefits, strategic priorities will take preference over local ones.
- * Gateways will be created on our main roads on approaches to all main towns and urban centres.
- * Where schemes require third party land acquisition for highway purposes, such land will be acquired using compulsive purchase order powers where agreement

cannot be reached by negotiation. Each case where a compulsive purchase order is considered necessary will be the subject of a further Cabinet report.

* To improve the capacity and reliability of our existing transport corridors the use of management and road space will be considered and control measures proposed if congestion benefits will be achieved. Such measures to also consider potential mitigation measures for economic and environmental frontage activities.

* The environmental and economic benefits of greening up our key transport corridors (green streets) is supported.

(2) That it be noted that the outcome of the application of these principals on all our Kirklees West Yorkshire Fund Schemes would be included in future individual project reports as they are developed and presented to Cabinet for consideration/approval.

218 Creative Partners Investment Programme 2016

Cabinet considered a report to seek approval of a delivery of a 1 year creative partners investment programme and the framework by which organisations would be selected onto the scheme. The report indicated that the framework options under consideration allowed for the extension of the current scheme for 1 final year, with the existing creative partners or to hold an open call for a 1 year programme of work. An analysis of both options was set out at paragraph 2.13 of the considered report and at Appendix 1 to the considered report.

RESOLVED -

(1) That option 2 set out at paragraph 2.11 of the considered report be approved in relation to the investment of the final £169,000 creative partner budget.

(2) That the Director of Community, Transformation and Change be delegated authority, after consultation with the Cabinet Portfolio Holder for resources and community safety, to approve which organisations are selected to the scheme based on the criteria set out at paragraphs 2.9 and 2.10 and how much each is awarded so that decisions can be made quickly, in order to help creative organisations with their financial planning.

219 Place Directorate - Trade Waste Fees and Charges

Cabinet considered a report seeking approval of a review of fees and charges for Trade Waste Services. The considered report set out information on the proposed increase in charges for all the services that were included within the schedule.

RESOLVED - That the fees and charges as set out within the considered report be approved with an effective implementation date of 1 April 2016.

220 Dewsbury Market Hall Repairs

Cabinet considered a report seeking approval to spend from the Market Capital budget, within the regeneration base line budget to replace external wooden fascia and aluminium angle strips around Dewsbury Market and to also repaint high level exterior areas of the building. Information was contained within the considered report of the work, which had an estimated cost of £97,098.

The report also set out recommended delegations to allow transfer of resources between projects, the addition of urgent projects to programmes on condition that the total cost of the programmes remains within the approved Capital allocations set by Council for the rest of the year 2015/2016 and to slip or delete projects during the course of the financial year to enable the effective management of the programmes concerned.

RESOLVED -

(1) That approval be given to the Capital Spend from the Market Capital Budget within the regeneration base line budget, as set out in the considered report, to complete the refurbishment works required at Dewsbury Market.

(2) That authority be delegated in accordance with Council Financial Procedure Rules to the Director of Economy, Skills and Environment to manage the implementation within the respective agreed total market capital budget as set out in section 2 of the considered report.

221 Parks and Greenspace Refurbishment Programme 2016/17

Cabinet considered a report seeking approval to the Streetscene - Park Capital Plan and the Section 106 expenditure programme for 2016/2017. The Appendix to the considered report provided information on the proposed schemes both in relation to the Parks Capital Plan, totalling £150,000 and the use of Section 106 monies totalling £101,500.

RESOLVED -

(1) That approval be given to the expenditure of £150,000 capital funding in order to upgrade and improve provision and the £101,500 Section 106 monies as outlined in the work programme and set out within the considered report, in relation to the Parks and Greenspace refurbishment programme for 2016/2017.

(2) That authority be delegated to the Head of Environment and Greenspace to authorise works.

222 Transport Services - 1 Year Capital Investment Vehicle Replacement Programme 2016/17 - 1 Year

Cabinet were asked to give consideration to proposals for a 1 year Capital Investment Vehicle Replacement programme so as to allow a continuation of the previous replacement programme which had been approved at Cabinet in July 2014 and expired on 31 March 2016. The report also requested consideration of delegated authority to manage and implement the Capital Investment Vehicle Replacement programme within the agreed budget.

Prior to a decision being taken in relation to this item Cabinet considered confidential financial information in relating to the proposed Capital Investment Vehicle Replacement programme, which had been included in a confidential Appendix.

RESOLVED -

(1) That approval be given to the continued investment of £2.577m in the vehicle replacement programme for the financial year 2016/2017, as identified in the Capital Plan and set out in the considered report, subject to approval by Council on 17 February 2016.

(2) That approval be given to the officer delegation outlined at paragraphs 2.6 and 2.7 of the considered report, to manage the implementation of the vehicle replacement programme within the agreed budget and in accordance with Council Financial Procedure Rules 3.10 to 3.12, to the Director of Economy, Skills and the Environment.

223 Provision of loan facility to a hotel development at the John Smith's Stadium site Huddersfield

Cabinet considered a report setting out a proposal to provide secured loan facility to a scheme to develop a business class hotel at the John Smith's Stadium, Huddersfield. The considered report provided information on the proposed development of a hotel, set out its links to the overall HD1 development of the John Smith's Stadium and provided information on the proposal to create a joint venture special purposes vehicle, to carry out the development of the hotel in conjunction with an international hotel group, who would manage the facility post completion.

The considered report provided information on the request from the Kirklees Stadium Development Ltd company for the provision of a senior debt facility to the development of the hotel to a maximum of £9m over 25 years term. An assessment of the proposed loan was included within the considered report and an analysis of the advantages that the hotels scheme would bring to both the Huddersfield area, the Stadium and the investment potential for a wider HD1 development. Taking account of the assessment, it was recommended that Cabinet give authority to enter into detailed negotiations for a loan facility of up to £9m.

Detailed financial information in relation to the proposal was included in a private Appendix to the considered report and Cabinet gave consideration to this information prior to taking a decision on the proposed loan.

RESOLVED -

(1) That officers be authorised to enter into detailed negotiations on a loan agreement to provide up to £9m of secured senior debt funding, to the proposed hotel development at the John Smith's Stadium site, Huddersfield.

(2) That authority be delegated to the Director of Resources to agree the terms of the loan agreement and the Assistant Director (Legal, Governance and Monitoring) to enter into any documentation required to secure this and that the loan agreement be subject to appropriate due diligence on the business case and financial projections provided by Kirklees Stadium Ltd / Hotel Land Development Ltd in respect of the hotel proposal.

224 Exclusion of the Public

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.

225 Transport Services - 1 Year Capital Investment Vehicle Replacement Programme 2016 - 2017

(Exempt information relating to financial or business affairs of any particular person. It is considered that it would not be in the public interest to disclose the information contained in the report as disclosure could potentially adversely affect overall value for money and compromise commercial confidentiality, which outweighs the public interest in disclosing the information)

Prior to taking a decision in relation to the 1 year Capital Investment Vehicle Replacement programme for 2016/2017, Cabinet considered an Appendix containing confidential financial information in relation to the proposal.

226 Provision of loan facility to a hotel development at the John Smith's Stadium site Huddersfield

(Exempt information relating to information provided by a third party. It is recommended that the exemption be provided because the information relates to an individual and includes commercially sensitive information about a third party who has an interest in investing in the commercial development at the John Smith's Stadium site, Huddersfield, which outweighs the public interest in providing the information for reasons of open Governance)

Prior to taking a decision on proposals for the provision of a loan facility to a hotel development at John Smith's Stadium site, Huddersfield, Cabinet gave consideration to commercially sensitive financial information in relation to the proposal.

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 8th March 2016

Present: Councillor Peter McBride (Chair)
Councillor Steve Hall
Councillor Erin Hill
Councillor Viv Kendrick
Councillor Shabir Pandor
Councillor Cathy Scott
Councillor Graham Turner

Apologies: Councillor David Sheard (Chair)
Councillor Jean Calvert

227 Membership of the Committee

Apologies for absence were received on behalf of Councillors Calvert and Sheard.

228 Minutes of previous meetings held on 17 December 2015, 12 January 2016 and 2 February 2016

RESOLVED - That the Minutes of the meetings held on 17 December 2015, 12 January 2016 and 2 February 2016 be approved as a correct record.

229 Interests

No interests were declared.

230 Admission of the Public

It was noted that Agenda Items 25, 26 and 27 would be considered in private session (Minute No.'s 252, 253 and 254 refers).

231 Deputations/Petitions

Cabinet received a deputation from Dr G Morley in relation to the proposed sports provision at Spenborough pool, and the proposals for the development of a sports hall at the Whitcliffe Mount site.

232 Public Question Time

No questions were asked.

233 Member Question Time

(i) Councillor Bolt asked a question in relation to road congestion and asked for an update on proposals to improve traffic flows in the area, specifically regarding the A62.

(ii) Councillor Bolt asked a question from in relation to traffic incidents on the B6118 and asked for an update on the action that was being taken.

(iii) Councillor Bolt asked a question in relation to the Flood Risk Management Strategy and sought clarification as to when the Strategy would be updated, making reference to climate change and flooding issues in the Mirfield area.

(iv) Cabinet received a question from Councillor J Taylor in relation to the use of Council resources by Ward Councillors.

234 Regional Devolution Update

RESOLVED - That an update on Regional Devolution be submitted to the meeting of Council on 23 March 2016.

235 Inclusion and Diversity in Kirklees - Work on a new policy statement for 2016/17

(Under the provisions of Council Procedure Rule 36(1) Cabinet received a representation from Councillor Pattison)

Cabinet received a report which set out details of the work undertaken to draft a new Policy Statement on 'Inclusion and Diversity for Kirklees 2016/2017', prior to its submission to Council on 23 March 2016.

Cabinet noted the work of the Task and Finish Group, which had been established to review and update the Policy Statement on Inclusion and Diversity. A copy of the revised Policy Statement, along with a diagram illustrating the key components of the new statement, were appended to the considered report.

Cabinet noted the content of the revised statement and endorsed its submission to the meeting of Council on 23 March with a recommendation of approval.

RESOLVED - That the report be noted and submitted to the meeting of Council on 23 March 2016 with a recommendation that the Inclusion and Diversity Policy Statement be adopted.

236 Tackling Poverty Strategy Refresh

Cabinet received a report which set out details of the Tackling Poverty Strategy Refresh prior to its submission to Council. The document set out details of the New Council approach to providing practical help for those suffering from the effects of poverty within the community.

The report advised that, since the previous strategy had been developed, there had been a shift in the nature of poverty and changes in the pattern of poverty. In addition, the policy environment in which the strategy operates had also changed

and so the Refresh Strategy aimed to focus on building self-reliance and helping people to avoid crisis situations.

Cabinet endorsed the content of the document, which was appended to the report, and agreed that it be submitted to Council with a recommendation of approval.

RESOLVED - That the Tackling Poverty in Kirklees strategy and Action Plan 2016-2018 be noted and submitted to the meeting of Council on 23 March 2016 with a recommendation that the strategy be adopted.

237 Charging Locala for the use of Council Resources

Cabinet gave consideration to a report which sought approval to charge Locala Community Partnerships CIC for providing accommodation and the use of the Council's IT system.

The report advised that, if Cabinet supported the arrangement as outlined within the considered report, the Council would enter into the appropriate legal documentation with a view to commencing providing the service from April 2016. It was proposed that a data processing agreement between Locala as the data controller and the Council, as the data processor, would be agreed with Locala and Legal Services, on behalf of the Council.

RESOLVED -

(1) That the proposals as detailed in the report be endorsed.

(2) That authority be delegated to the Director of Commissioning, Public Health and Adult Social Care, and the Assistant Director (Legal, Governance and Monitoring) to (i) enter into negotiations with Locala to finalise the proposed data processing agreement; and (ii) keep the agreement under review and to negotiate and agree any subsequent variations to the terms of the agreement with Locala as and when is necessary.

(3) That authority be delegated to the Assistant Director (Legal, Governance and Monitoring) to (i) execute the final form of the data processing agreement on behalf of the Council, as agreed by the Director for Commissioning, Public Health and Adult Social Care and the Assistant Director (Legal, Governance and Monitoring); and (ii) to enter into any future variations to the terms of the agreement on behalf of the Council, as agreed by the Director for Commissioning, Public Health and Adult Social Care and the Assistant Director (Legal, Governance and Monitoring).

238 Potential implications of the Government's Housing and Planning Bill on the preparation of the Council's Local Plan and Neighbourhood Planning

Cabinet received a report which set out the implications that the Housing and Planning Bill and other associated consultations being carried out by the Department of Communities and Local Government may have upon the Local Plan.

The report set out a summary of issues of direct relevance in regard to Local Plans and Planning Policy Matters. An appendix to the report set out each of the main provisions of the Housing and Planning Bill, together with the relevant elements of the consultations that had been undertaken, and a summary of issues and risks.

RESOLVED - That the detail of the potential implications of the Government's Housing and Planning Bill on the preparation of the Council's Local Plan and Neighbourhood Planning be noted.

239 Kirkburton Parish Council Neighbourhood Area Application for Kirkheaton
(Under the provisions of Council Procedure Rule 36(1) Cabinet received a representation from Councillor Bolt)

Cabinet received a report which set out the comments received in response to the 6 week publicity period on Kirkburton Parish Council's application for a Neighbourhood Planning Area. The report also set out details of the publicity process and the implications of approving the application, which was attached at Appendix 1 of the report.

The report advised that, subject to approval, the Council would advertise the decision and meet with Kirkburton Parish Council (or its Steering Group) to form a working partnership and determine the level of officer support to be provided through a service level agreement in accordance with Neighbourhood Planning Guidance Note 4.

Cabinet noted that 'Kirkheaton Futures' would be responsible for carrying out consultation and engagement on their proposals within the Neighbourhood Plan area, and developing their Neighbourhood Plan.

RESOLVED - That the Kirkburton Parish Council Neighbourhood Area Application, as attached at Appendix 1 of the report, be approved.

240 Implications arising from the Education Funding Agency proposals for the Mount Pleasant Primary School site

Cabinet received a report which provided an update on the current position regarding the proposed new build school for Mount Pleasant Primary, and the associated decant of the school into temporary accommodation. The report sought approval in regard to revised proposals that had been received from the Education Funding Agency, and explained the implications that would arise from them, as detailed in paragraph 2B of the report.

Cabinet noted that a further report would be submitted during the autumn which would outline the final revenue impact of the revised proposals following the financial close between the EFA and Kier Construction in July 2016. The remaining provision within the reserves for the original decant proposals would then be reviewed as part of the Council's 2017/2018 budget preparation.

RESOLVED -

(1) That approval be given to the discontinuation of the off-site decant of Mount Pleasant Primary to the Yews Hill Road site.

(2) That authority be delegated to the Director of Economy , Skills and the Environment authority to negotiate and agree with the Education Funding

Agency/Kier as to a revised delivery programme for Mount Pleasant Primary that involves an on-site decant.

(3) That the past and potential future calls on the previously allocated revenue budget for this project, as outlined in paragraphs 2.23 to 2.26, be noted.

(4) That approval be given to a capital budget of up to 425k to be funded from Section 106 contributions/Schools' Basic Need grant to enable officers to negotiate and agree essential capital improvements to the current EFA project.

(5) That authority be delegated to the Director of Economy, Skills and Environment, and the Director for Children and Young People, to negotiate and agree with the EFA and the school the required revenue and capital contributions arising from recommendations (2), (3) and (4) above.

(6) That the Director of Resources be authorised to issue a Section 151 letter in relation to any funds payable to the EFA as a result of the recommendations as set out above.

(7) That it be noted that a further report will be submitted to Cabinet during autumn 2016 outlining the final revenue impact of the revised proposal on the Council.

241 Waste and Street Cleansing Policy Review

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

Cabinet received a report which requested that approval be given to the implementation of operational and policy changes related to waste management as detailed in the report.

The report explained that the proposals would allow the Council to meet Medium Term Financial Plan Service Budget Targets, as well as creating a Policy Framework that would allow some measure of control on waste arisings to mitigate budget pressure both now and in the future. The total of the savings would be in excess of £1m per annum.

RESOLVED - That approval be given to support the operational changes as set out at Policies W7b, W10, W11, W15, W16, W19 and W21 as detailed within the report.

242 Future provision of Seasonal Plants

(Under the provisions of Council Procedure Rule 36(1) Cabinet received representations from Councillors J Taylor and A Pinnock)

Cabinet received a report which provided an update on the market testing and best value exercise that had been undertaken on the supply of seasonal plants to parks and green space requirements. The report also sought approval to outsource the supply of seasonal bedding and hanging baskets in the future.

Cabinet noted that a procurement process had been carried out in respect of the provision of (a) hanging baskets and (b) annual bedding plants and identified a

potential annual saving of £169,000. The report advised that, if the activity was outsourced there would be a saving to the Council of the cost of supply, and that the existing provision nursery would be closed as plants would be supplied directly to depots.

RESOLVED -

(1) That the proposal to outsource the supply of seasonal bedding and hanging baskets be approved and implemented with effect from August 2016.

(2) That Officers be requested to identify other supply methods for office planters if Council services consider them suitable to provide future provision.

(3) That Officers be requested to ensure that any available over capacity/supply is available for public sale.

243 Corporate Performance Report - Quarter 3 2015/16

Cabinet received the Quarter 3 Corporate Performance report for 2015/2016, which provided an overview of the Council's performance at the end of Quarter 3. It was noted that this was supported by reports on progress against outcomes in the Joint Health and Wellbeing Strategy and Kirklees Economic Strategy. Key points arising were highlighted in paragraph 2 of the report.

RESOLVED - That the 2015/2016, Quarter 3, Corporate Performance report be received and noted.

244 Corporate Plan 2016-17

Cabinet received the Corporate Plan 2016/2017, prior to its submission to Council. Cabinet noted that the plan formed part of the Council's Budget and Policy Framework and, alongside the Corporate Budget, established a structure that linked the Council's vision and the Council's activities and Performance Management Framework.

Cabinet noted that the Corporate Plan reflected upon the progress that had been made in the last year, including examples of where changes had been made and what was expected to be achieved in the next year.

RESOLVED -

(1) That the report be endorsed and submitted to the meeting of Council on 23 March 2016 which a recommendation of approval.

(2) That Council be recommended to delegate authority to the Chief Executive to make minor changes to the Corporate Plan 2016/2017 for publication purposes.

245 Highways Capital Plan 2016/17

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

Cabinet received a report which set out the detailed Highways Capital Plan for 2016/2017, and associated business cases.

It was noted that, on 17 February 2016, Council had considered the draft 5 year Capital Investment Plan which had included an allocation of £13.683m for Highways Services in 2016/2017. Appendix 1 to the report set out individual scheme detail to the approved base line programme. The business cases for each programme area was set out at Appendix 2.

The report advised that Council Capital Investment in the 2016/2017 Highways Capital Plan amounted to £4.898m, funded through prudential borrowing. The average revenue cost of financing this level of borrowing is 6.7% per annum, equating to £328,000 per annum. In addition to the Highways Capital Plan, a number of major transport improvement schemes were being developed for implementation in future years as part of the £1billion West Yorkshire Plus Transport Fund.

RESOLVED -

(1) That approval be given to the detailed Capital Plan in the sum of £13.683m, as detailed in Appendix 1 of the report.

(2) That authority be delegated, in accordance with Council Financial Procedure Rules 3.12 and 3.13, to the Director of Place to manage the Highways Capital Plan.

(3) That authority be delegated in accordance with Council Financial Procedure Rules 3.14 to 3.16, to the Director of Place to exercise virement within the Highways Capital Plan.

246 Capital Investment Plan 2015/16 - 2019/20, Quarter 3 Capital Monitoring 2015/16

Cabinet received a report which set out the Quarter 3 Capital Monitoring report for 2015/2016. It advised that, at the end of Quarter 3, actual expenditure was to £48.7m which represented 42.4% of budget. The projected year end expenditure stood at £83.4m, against a current budget allocation of £114.9m. This variance of minus £31.5m represented 27.4% of the total budget and related to slippage rather than anticipated underspend.

Appendix 1 to the report set out details of total budget, actual spend to date, total projected spending and any subsequent variances. Appendix 2 set out an explanation of major variances from the Capital Plan.

RESOLVED - That the Quarter 3 (2015-2016) Capital Monitoring report, and Prudential Indicator information, as detailed in the report, be received and noted.

247 Corporate Revenue Financial Monitoring Report, Quarter 3, 2015-16

Cabinet received the third in a quarterly cycle of consolidated revenue budget monitoring statements. The report and accompanying appendices, represented an overall forecast revenue outturn for 2015-2016 at Quarter 3, including detail on emerging developments and risks.

The report also set out a summary update on Council reserves at Appendix A.

RESOLVED - That the Quarter 3 (2015-2016) Corporate Revenue Monitoring report, be received and noted.

248 Pioneer House and land at Bradford Road, Dewsbury

(Under the provisions of Council Procedure Rule 37, Cabinet received a representation from Mr Oxley)

Cabinet gave consideration to a report which sought approval for support to Kirklees College in creating a new education facility in Dewsbury incorporating Council owned properties at Pioneer House and land at Bradford Road, Dewsbury.

The report advised that the project would rationalise the College's existing campus with a reduction of floor space by 52%. The relocation would enable the College's existing site to be redeveloped for residential use and the new facility would enhance education provision in North Kirklees. The relocation would enable a consolidation of 1,600 day time students at the Bradford Road site, and a further 1,000 at Pioneer House. The target opening date of the Dewsbury Learning Village would be September 2017.

(Cabinet gave consideration to exempt information at Agenda Item 25 (Minute No. 252 refers) prior to the determination of this item).

RESOLVED -

(1) That the Council's commitment to work with Kirklees College to bring Pioneer House back into use as a new education facility be endorsed.

(2) That it be agreed that, while the Dewsbury Learning Village is being progressed, it will not take forward any of the offers received for the disposal of the land at Bradford Road.

(3) That further reports setting out the detailed terms of any disposal of Pioneer House and the land at Bradford Road be submitted to a future Cabinet meeting for consideration before a final decision is taken on its future use.

249 Dewsbury Townscape Heritage Initiative (THI) - Grant Applications: Northgate House, 38 Northgate/47 Foundry Street & 13-17 Corporation Street

Cabinet gave consideration to a report which sought approval for the use of 3 Dewsbury Townscape Heritage Initiative Grants towards improving properties at Northgate House, 38 Northgate/27 Foundry Street and 13-17 Corporation Street. It was noted that all properties were part of the Heritage Lottery Funding/Council funded Townscape Heritage Initiative programme, which covered part of Dewsbury Town Centre.

The report advised that the project would comprise of external improvements to the 3 properties including (i) replacing existing modern shopfronts with traditional shopfronts, (ii) external decoration, (iii) external repairs including replacement of defective gutters and foul pipes, (iv) replacement/refurbishment of upper floor windows, (v) structural repairs and (vi) reinstatement of architectural features and restoration of stonework.

An outline of the grant applications was set out at Appendix 1 to the report. Appendix 2, which was considered in exempt session, outlined financial aspects of each grant application.

(Cabinet gave consideration to exempt information at Agenda Item 26 (Minute No. 253 refers prior to the determination of this item)

RESOLVED -

(1) That approval be given to the award of Townscape Heritage Initiative grants (as detailed in Appendix 2 of the report) for; Northgate House, 38 Northgate/47 Foundry Street and 13-17 Corporation Street.

(2) That authority be delegated to (i) the Assistant Director for Place to authorise actual payment of the grants, upon receipt of a completed application form and all necessary supporting information and (ii) the Assistant Director (Legal, Governance and Monitoring) to enter into and seal all grant agreements legal charges and ancillary documents relating to the grants.

250 2015/16 and 2016/17 Council Capital Plan - Proposed allocation of 2016/17 capital funding from the Directorate for Children and Young People (DCYP) baseline sections of the Capital Plan along with details of proposed amendments to the 2015/16 approved programme of works

Cabinet received a report which identified potential projects to be funded from the baseline sections of the Capital Plan, which was approved by Council on 17 February 2016. Cabinet were asked to consider and approve the Condition Programme, along with named projects to be delivered in 2016/2017, and to authorise delegated powers.

The report also provided an update regarding the delivery of the 2015/2016 Condition and New Pupil Place Programmes.

(Cabinet gave consideration to exempt information at Agenda Item 27 (Minute No. 254 refers) prior to the determination of this item)

RESOLVED -

(1) That approval be given to the business case as attached at Appendix A of the report.

(2) That approval be given to the detailed list of proposed works in schools for 2016/2017 as attached at Appendix B.

(3) That authority be delegated to the Director of Economy, Skills and the Environment to enable the programme to be managed and the identified works contained within the respective agreed total programme budgets to be implemented.

251 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 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, as specifically stated in the undermentioned Minutes.

252 Pioneer House and land at Bradford Road, Dewsbury

(Exempt information under Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, as it 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 in 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 including, greater accountability, transparency in spending public money and openness in council decision-making.)

Cabinet gave consideration to the exempt information prior to the determination of Agenda Item 21 (Minute No. 248 refers).

253 Dewsbury Townscape Heritage Initiative (THI) - Grant Applications: Northgate House, 38 Northgate/47 Foundry Street & 13-17 Corporation Street

(Exempt information under Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, as it contains information that relates to the financial or business affairs of persons (or the Authority holding that information), specifically information relating to the applicant's financial status and contractors' tender prices. It is considered that disclosure of the information would adversely affect the companies concerned. 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.)

Cabinet gave consideration to the exempt information prior to the determination of Agenda Item 22 (Minute No. 249 refers).

254 2015/16 and 2016/17 Council Capital Plan - Proposed allocation of 2016/17 capital funding from the Directorate for Children and Young People (DCYP) baseline sections of the Capital Plan along with details of proposed amendments to the 2015/16 approved programme of works

(Exempt information under Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, as it 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 in 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 including, greater accountability, transparency in spending public money and openness in council decision-making.)

Cabinet - 8 March 2016

Cabinet gave consideration to the exempt information prior to the determination of Agenda Item 23 (Minute No. 250 refers).

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Thursday 24th March 2016

Present: Councillor David Sheard (Chair)
Councillor Jean Calvert
Councillor Steve Hall
Councillor Viv Kendrick
Councillor Peter McBride
Councillor Graham Turner

Apologies: Councillor Erin Hill
Councillor Shabir Pandor
Councillor Cathy Scott

255 Membership of the Committee

Apologies for absence were received on behalf of Councillors C Scott, Hill and Pandor.

256 Interests

No interests were declared.

257 Admission of the Public

It was noted that all Agenda Items would be considered in public session.

258 Deputations/Petitions

No deputations or petitions were received.

259 Public Question Time

No questions were asked.

260 Member Question Time

No questions were asked.

261 Allocation of Supported Living Accommodation

Cabinet gave consideration to a report which sought approval to amend the Council's Housing Allocation Policy to incorporate a new section to cover the allocation of all accommodation that has support as integral to it, including extra care housing.

Cabinet noted that the current policy, which had been approved in December 2012 included a section that included the allocation of extra care housing. It was proposed that this section is now amended and expanded to cover the allocation of both extra care housing and specialist support housing for all groups of people. The proposed policy was detailed at Appendix A of the report.

The report explained that the amended policy would ensure that the allocation of supported accommodation was carried out in a consistent manner.

RESOLVED -

(1) That the amendments to the Housing Allocation Policy, as set out in Appendix A of the considered report, be approved.

(2) That authority be delegated to the Assistant Director of Place, in consultation with the Cabinet Portfolio Holder, to make future minor amendments to the Housing Allocations Policy in order to comply with legislation, guidance and case law.

262

Leasehold Asset Transfer of East Bierley Playing Fields

(Under provisions of Council Procedure Rule 37, Cabinet received a representation from Ed Filtness on behalf of East Bierley Community Sports Association)

Cabinet gave consideration to a report which set out a proposal to grant a long lease of the land and buildings that currently make up East Bierley playing fields to East Bierley Community Sports Association. The report also advised that the Association had requested a loan for £175,000 over a period of 20 years. The report advised that the loan would enable them to continue with a planned rebuild of the changing facilities at the club, which were in a poor state of repair and required significant capital investment to bring them up to suitable standard.

Cabinet noted that the Association wished to take on a leasehold asset transfer of the site and had submitted a community asset transfer application. They aimed to use the facilities to support local rugby and football activities, as well as wider community use for recreation, fitness and social activities.

The report advised that the Association had submitted a robust application and business plan which had met with the requirements of the Asset Transfer Policy.

RESOLVED -

(1) That approval be given to a grant of a 125 year lease of East Bierley Playing Fields to East Bierley Community Sports Association for no premium/nil consideration, including covenants to ensure that the majority of the building and land can only be used for community use.

(2) That a loan of £175k be offered to East Bierley Community Association for a term of twenty years.

(3) That the timing of the release of the loan be negotiated with the Assistant Director (Physical Resources and Procurement), in conjunction with the Director of Resources.

(4) That it be noted that the Assistant Director (Physical Resources and Procurement) and the Assistant Director (Legal Governance and Monitoring) have delegated authority to negotiate and agree the terms of the lease that relate to the transfer of East Bierley playing fields.

(5) That it be noted that the Director of Resources has authority to negotiate and agree any additional terms of the loan.

263 Local Authority Searches: Proposed Introduction of VAT and Launch of New Con29 Search

Cabinet received a report which advised of a recent decision by HMRC to introduce VAT at the standard rate to Local Authority Con29 searches and sought approval to pass on the full VAT increase as part of the Con29 search fee. The report also provided an update on a proposed revision of the Con29 search to be effective from July 2016, and sought approval to review and amend fees as appropriate.

RESOLVED -

(1) That the VAT applicable to Con29 search fees, which comes into effect from 4 July 2016, or as otherwise advised by HMRC, be added to the current chargeable rate.

(2) That the search fees for 2016/2017 remain at current levels (expecting the addition of VAT and the identification of any unexpected issues during the spring cost analysis).

(3) That it be noted that a full review of the costs will take place during Spring 2017, following the new Con29 being launched and operated.

264 District Committee Budgets 2016/17

Cabinet received an update on District Committee Year End Spend, and set out recommended criteria for District Committee Budgets for 2016/2017. Appendix 1 of the report set out the District Committee Activity Fund, New Homes Bonus, and budgets carried forward from 2015/2016.

The report set out a framework and criteria for District Committee devolved budgets which (i) allowed flexibility for varied and diverse projects, activities and services (ii) enabled a positive contribution to New Council priorities and (iii) provided better outcomes for local people.

RESOLVED - That the District Committee Budget Criteria, as detailed in paragraphs 3, 4 and 5 of the considered report, be approved and implemented for 2016/2017 subject to;

(i) It being noted that the New Homes Bonus New Allocation for 2016/2017 is; Batley and Spen - £282,059, Dewsbury and Mirfield - £148,170, Huddersfield - £320,568 and Kirklees Rural - £175,203.

(ii) The criteria not being retrospectively applied to allocations already approved by District Committees in relation to New Homes Bonus funding.

- (iii) The deletion of paragraph 4.2 of the report.
- (iv) The insertion of an additional criteria to state that any allocations shall not be contrary to any policies agreed by Cabinet.
- (v) The information as referred to in paragraph 4.7 being provided as soon as is possible.

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 5th April 2016

Present: Councillor Jean Calvert (Chair)
Councillor Erin Hill
Councillor Viv Kendrick
Councillor Shabir Pandor
Councillor Cathy Scott
Councillor Graham Turner

Apologies: Councillor David Sheard (Chair)
Councillor Steve Hall
Councillor Peter McBride

265 Membership of the Committee

Apologies for absence were received on behalf of Councillors S Hall, McBride and Sheard.

266 Minutes of previous meeting

RESOLVED - That the Minutes of the meeting held on 9 February 2016 be approved as a correct record.

267 Interests

No interests were declared.

268 Admission of the Public

It was noted that all Agenda Items would be considered in public session.

269 Deputations/Petitions

No deputations or petitions were received.

270 Member Question Time

No questions were asked.

271 Solar PV Programme 2014-2017

Cabinet received a report which (i) provided an update on the progress made against the target of installing 2000 solar photo voltaic systems on Council houses (ii) provided information on recent changes published by the Department of Energy and Climate Change regarding a 60% reduction in the Feed in Tariff rate for all solar PV systems registered after 15 January 2016 (iii) highlighted the impact which the

changes would have upon the project and (iv) asked Cabinet to give consideration as to whether to continue with the project.

The report advised of revised expenditure and income projections and indicated that the revised estimate on the full programme of 2000 installations was now -£1982,557, compared with an original projection of +£2,600,000. Cabinet noted that, to date, 574 systems had been installed and that the estimated surplus at this time was +£1,982,557.

Cabinet were of the view that, given the impact of the revised Feed in Tariff and revised project expenditure and income projections, it would be appropriate to end the project. It was noted that the primary risk in proceeding with the scheme would be the impact upon the Housing Revenue Account at a time when there is already pressure linked to Welfare Reform. The project had been designed to be self-financing in the medium term, but the reduction in the Feed in Tariff rate would mean that there would be no return on the capital outlay.

RESOLVED -

(1) That the progress of installing 574 solar photo voltaic systems, against the original target, be noted.

(2) That the recent changes published by the Department of Energy and Climate Change, resulting in a 60% reduction in the Feed in Tariff rate for all systems registered after 15 January 2016, and the subsequent impact upon the financing of the project, be noted.

(3) That approval be given to the Council withdrawing from the programme of works, subject to panels being provided to homes where a commitment has been given to complete works and/or where works have already started.

(4) That, based upon the revised Feed in Tariff, the revised project expenditure and income projections, and the pressure upon the Housing Revenue Account, it be agreed that the project be ended.

272

Overview of progress made in relation to changes to specialist provision for disabled children and those with special educational needs across Kirklees

Cabinet received a report which provided an overview of progress in relation to changes to specialist provision for children and young people with additional needs in the areas of autism, speech, language and communication, physical impairment and sensory impairment, from December 2014, and also highlighted areas where further reconfiguration was needed in order to best meet existing and future demand.

The report requested approval to carry out a non-statutory consultation on proposed changes to the existing specialist provisions at Ashbrow School and Thornhill Junior and Infant School for children with speech, language and communication needs, and to complete legal process following the closure of the specialist provision at Moldgreen Community Primary School for children with autism.

The report set out details on the background of the review of specialist provision for children with special educational needs, and the current pattern of primary and secondary provision.

RESOLVED -

(1) That Officers be authorised to develop plans for a non-statutory consultation to; discontinue the specialist provisions for children with speech, language and communication needs at Ashbrow School and Thornhill Junior and Infant School; discontinue the specialist provision for autism at Moldgreen Community Primary School and; relocate resources to a centralised primary outreach provision hub for speech, language and communication needs and autism across Kirklees.

(2) That authority be delegated to the Director of Children and Adult Services in consultation with Cabinet Portfolio Leads to (i) develop consultation materials on the basis of the proposals (ii) organise and carry out a non-statutory consultation on the proposals and (iii) request that a further report on the outcomes of the non-statutory consultation be submitted to Cabinet for consideration.

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Monday 9th May 2016

Present: Councillor David Sheard (Chair)
Councillor Jean Calvert
Councillor Steve Hall
Councillor Viv Kendrick
Councillor Peter McBride
Councillor Shabir Pandor
Councillor Cathy Scott
Councillor Graham Turner

Apologies: Councillor Erin Hill

273 Membership of the Committee

Apologies for absence were received on behalf of Councillor Hill.

274 Minutes of previous meeting

RESOLVED – That the Minutes of the meetings held on 8 March, 24 March and 5 April 2016 be approved as a correct record.

275 Interests

Councillor Calvert declared an 'other' interest in Agenda Items 8 and 10 on the grounds that a letter of support for funding had been submitted on behalf of the Ward Councillors.

276 Admission of the Public

It was noted that Agenda Item 10 would be considered in private session.

277 Deputations/Petitions

Cabinet received a deputation from Mr Ken Shaw in relation to the implementation of bus gates within Huddersfield Town Centre, and the impact upon disabled persons in terms of access to the town centre.

278 Public Question Time

No questions were asked.

279 Member Question Time

No questions were asked.

280 Proposed lease of land and buildings at Trident Business Park, Neptune Way, Leeds Road, Huddersfield HD2 1UA

Cabinet gave consideration to a report which sought approval for the grant of a lease of land and buildings at Trident Business Park to Sellers Global Engineers Ltd.

Cabinet noted that the Council lease in land and buildings at Trident Business Park to a private landlord, comprising part of Aviva Insurance Group. The lease was for a period of 12 years, expiring 31 December 2023 and the details of the existing lease were contained within the exempt appendix to the report.

An underlease had been granted to Sellers Engineers Ltd for a term of 12 years from 1 January 2011, with the underlease passed to Sellers Engineers Ltd with all liabilities and responsibilities, that the Council owned to the Head Landlord under the terms of the Headlease.

In September 2014, Sellers Engineers Ltd went into administration and that it had been intended that the administrator should therefore sell the assets of Sellers Engineers Ltd to Sellers Global Engineers Ltd and transfer the under lease to Sellers Global Engineers Ltd. Consequently, Sellers Engineers Ltd came out of administration before the transfer of the underlease had been completed, with the main reason why the transfer had not been carried out before the ending of the administration being that it was necessary to get approval of the Head Landlord to the transfer of the underlease to Sellers Global Engineers Ltd.

The report advised that immediately prior to the dissolution of Sellers Engineers Ltd, the Council terminated the underlease and then granted an oral tenancy at will to Sellers Global Engineers Ltd to enable the company to continue trading from the premises. All sums payable to the Council under the lease, with Sellers Engineers Ltd and the oral tenancy, with Sellers Global Engineers Ltd, had been paid.

The report advised that the proposed lease would ensure that the Council met its obligations under the Head Lease, at no cost by passing all of its obligations onto Sellers Global Engineers Ltd. Cabinet noted that the company would then reimburse the Council's reasonable legal costs incurred in granting the new lease and in obtaining the concerns of the Head Landlord to the grant of the new lease. In addition, Sellers Global Engineers Ltd, would reimburse the Head Landlord for its reasonable, legal and surveyor costs incurred in the giving of its consent to the grant of the new lease.

RESOLVED -

(1) That authorisation be given to the grant of a new lease to Sellers Global Engineers Limited, as detailed within the appendix of the report.

(2) That authority be delegated to the Assistant Director - Place to negotiate and agree the other terms of the lease, as referred to in paragraph 6.1 of the report, and any other relevant agreements or documents that relate to the grant of the lease.

(3) That authority be delegated to the Assistant Director – Legal, Governance and Monitoring, to enter into and execute the lease referred to in paragraph 6.1 of the

report, and any other relevant agreements or documents that relate to the grant of that lease.

281 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.

282 Proposed lease of land and buildings at Trident Business Park, Neptune Way, Leeds Road, Huddersfield HD2 1UA

(Exempt information under Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to information) (variation) Order 2006. The report contained commercially sensitive information about a third party and the public interest in maintaining confidentiality on the information, which, if no public were contravened data protection legislation outweighs the public interest in disclosing the information for the reasons of open governance)

Cabinet gave consideration to the information as set out within the exempt report prior to the determination of Agenda Item 8 (Minute No. 280 refers)

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 24th May 2016

Present: Councillor Peter McBride (Chair)
Councillor Steve Hall
Councillor Erin Hill
Councillor Viv Kendrick
Councillor Shabir Pandor

Apologies: Councillor David Sheard (Chair)
Councillor Cathy Scott
Councillor Graham Turner

283 Membership of the Committee

Apologies for absence were received on behalf of Councillors Scott, Sheard and G Turner.

284 Interests

No interests were declared.

285 Admission of the Public

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

286 Deputations/Petitions

No deputations or petitions were received.

287 Public Question Time

No questions were asked.

288 Member Question Time

No questions were asked.

289 Early review of general fund revenue outturn 2015-16

Cabinet received a report which provided an indicative outturn financial position for 2015/16, including a range of proposals. It was noted that the finalised revenue outturn position for 2015/16, in conjunction with the capital outturn position, and proposals for rollover would be reported to the meeting of Council on 29 June 2016.

The report highlighted that Quarter 3 Monitoring to Cabinet during March 2016 had reported a forecast Central Budget saving of £4.1m, largely attributable to Treasury

Management at £2.3m and the Central Contingencies at £1.6m. There had also been a forecast saving on joint services at £0.7m.

Since Quarter 3 Monitoring, there had been a further increase in Central Budget underspend by £2.7m, to £6.8m. The shift from Quarter 3 included further treasury management underspend of £0.6m, and within central budget contingencies, a dividend payment from Yorkshire Purchasing Organisation at £0.4m, insurance fund surplus of £0.7m and a further £0.5m relating to a one off supplementary new burdens (property searches) grant allocation from the Government. Consequently, an opportunity had been created to fund existing capital expenditure differently and instead of utilising planned borrowing it was proposed to use this unspent central contingency which in turn would reduce future year financing costs with an estimated Medium Term Financial Plan annual saving of £320k against the Treasury Management Revenue Budget, from 2016/17 onwards.

Furthermore the report advised that it was also proposed to defer drawdown of £1.3m earmarked reserves from 2015-16 to 2016-17, which related to uncommitted public health funding contributions which had built up from previous years.

Paragraph 2.11 of the report provided an overview of the updated provisional General Fund Revenue outturn position for 2015/2016 having taken into account all of the proposals set out within the content of the report. It was noted that the provisional General Fund Revenue outturn position indicated a net underspend of £5.8m (1.8%) against £314.1m revenue budget, across Directorates and District Committees. The report advised that it was anticipated that the District Committees saving would be automatically rolled forward into 2016-2017 and it was noted that the finalised revenue outturn position would be reported to Council on 29 June 2016.

RESOLVED -

- (1) That approval be given to applying Central Budget underspend to existing capital spend, as detailed in paragraph 2.3 of the considered report.
- (2) That approval be given to deferring the drawdown of earmarked reserves from 2015-2016 to 2016-2017 as outlined in paragraph 2.4 of the considered report.
- (3) That approval be given to providing additional resource to support the New Council Transformation reserve, as detailed in paragraph 2.8 of the considered report.
- (4) That further reports detailing the finalised revenue outturn position be submitted to the meetings of Cabinet on 28 June 2016 and Council on 29 June 2016.
- (5) That (i) the additional resource requirement arising from the issues set out in paragraphs 3.2 to 3.4 and (ii) the proposed draw down of organisational risk reserve be noted.
- (6) That further updated reports be received as part of the Corporate Financial Monitoring Reports during 2016-2017.

290 Children's Development Plan

Cabinet received a report which provided an update on the position of the Family Support and Child Protection Services. It provided information on the steps taken to develop social work practice and management in Kirklees and specifically outlined issues that had already been identified relating to social work practice and management, the action already taken, and key priorities for the service going forward.

The report advised that an internal of services had begun in late 2015 and set out at Paragraph 3 the identified aspects of practice development which were required.

The report also set out the next steps in terms of ensuring that matters that had been identified within the review were addressed and these actions were set out at Paragraph 4.1.

Cabinet noted that the areas for development that had been identified through the review were not applicable to all areas of social work practice, but the expectation was that the same high standards of quality should be evident in all caseloads, and that this was the objective of the action plan. Paragraph 5 of the report set out information relating to structural changes within the service and highlighted the steps that had been put in place to ensure that high and consistent standards of service provision were delivered.

Cabinet noted the detail of the OFSTED Single Framework Inspection, which was attached at Appendix A of the considered A.

RESOLVED -

(1) That the content of the report, and the current position of the Family Support and Child Protection Service be noted.

(2) That the actions taken to date, and the actions going forward that have been planned to address identified issues, be noted.

(3) That the proposals as set out within the content of the report and presented at the meeting be approved.

(4) That approval be given to the resource allocation as set out in paragraph 6.2 of the report.

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 26th July 2016

Present: Councillor David Sheard (Chair)
Councillor Shabir Pandor
Councillor Naheed Mather
Councillor Musarrat Khan
Councillor Erin Hill
Councillor Viv Kendrick
Councillor Masood Ahmed

Apologies: Councillor Peter McBride

Observers: Councillor Donna Bellamy

1 Membership of the Committee

Apologies for absence were received on behalf of Councillor McBride.

2 Minutes of previous meetings

RESOLVED - That the Minutes of the meetings held on 9 May and 24 May 2016 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

No deputations or petitions were received.

6 Public Question Time

No questions were asked.

7 Member Question Time

No questions were asked.

8 Amendments to Parking Tariffs within Wellington Road Station, Wellington Road West and Railway Street Car Parks in Dewsbury

Cabinet gave consideration to a report which sought approval for amendments to parking tariffs at Wellington Road Station and Wellington Road West Car Parks, near Dewsbury Town Centre. The report advised that requests had been made by local businesses and members of the public to introduce a tariff for shorter car park visits, in addition to the two existing commuter tariffs. It was proposed (Option 1) that the existing tariffs of up to and over 5 hours remain, and that an additional option of 50p per hour also be introduced. An alternative (Option 2) would be that a charge of £1 for up to two hours be introduced, in addition to the existing tariffs. The report advised that the proposal would cost the Council £5,000 to implement, by way of amendment to the existing parking places order and changes to signage, and that if approved, would be operational from August/September 2016.

RESOLVED -

(1) That Option 1, as detailed in the report be approved, and that the car parking tariff for Wellington Road West and Wellington Road Station, Dewsbury, be amended to include a payment option of 50p per hour, in addition to the existing tariffs.

(2) That, pursuant to 1 above, the changes be advertised, the Parking Places Order be amended, and that the revised tariff be implemented as soon as is possible.

9 Regionalisation of Adoption Services

Cabinet received a report which set out information regarding adoption reform proposals contained within the Education and Adoption Act 2016, and the proposal for all local authorities to be part of a Regional Adoption Agency (RAA), or to have delegated their adoption functions to an RAA, by 2020. The report set out details of plans to develop a hub and spoke model of delivering adoption services in the region and explained that the intention was that the regional hub would fulfil some functions and that there would be three spokes of West Yorkshire, South Yorkshire and North and Humber, which would deliver adopter recruitment, assessment and adoption support at a local level. It explained that there were proposals for the five West Yorkshire Authorities to form a Regional Adoption Agency, to be hosted by Leeds City Council, and that agreement was sought in principle to implement the proposed model subject to the satisfactory resolution of matters as detailed at Paragraph 2.1 of the considered report.

Cabinet noted that one of the likely benefits of the regionalised approach would be the realisation of economies of scale and that the management of the Kirklees adoption responsibilities were likely to require fewer resources once the RAA was established. It was noted that a further update report would be submitted to Cabinet during December 2016.

RESOLVED -

(1) That approval be given to the formation of a Joint Committee, comprising the five West Yorkshire Councils, to include sub-regional adoption agency arrangements for West, South and North Yorkshire.

(2) That the Director of Children's Services be authorised to continue to work with the other participating Councils to progress the formation of the Hub and Spoke model for the regionalisation of adoption.

10 Update on the implications of the Supreme Court Ruling on Deprivation of Liberty Safeguards

Cabinet received a report which set out an update on the impact and risks of the 2014 Supreme Court judgement on Deprivation of Liberty Safeguards (DoLS), pursuant to the report previously considered on 30 June 2015. The report advised that, since the report was submitted, there had been more than double the number of applications anticipated in 2015/2016, totalling 1,752, in relation to persons living in care homes and hospitals. In addition, there were up to 100 people with a learning disability living in the community who could potentially be deprived of their liberty, and therefore subject to application to the Court of Protection for authorisation of a DoL. It was noted that work was currently taking place to identify the number of people with dementia living in the community who may require Court of Protection consideration.

The report provided an update on the impact and risks to the Council from the continued increase in the number of applications and details of the national response and local action taking place to deal with the consequential workload. It explained that the average cost of a DoL in a care home or hospital was £1,300, although a single non-complex case could incur up to £4,000 costs if it needed to be considered by the Court of Protection, and a complex case would cost considerably more.

Cabinet noted the cost implications of DoLS, which were set out at paragraph 4.1 of the report. Information regarding the DoLS process for people living in care homes was attached at Appendix 1 of the considered report, and Appendix 2 set out the process for those living in the community.

RESOLVED -

(1) That the update on the implications of the Supreme Court Ruling on Deprivation of Liberty Safeguards, and the contribution of DoLS activity to pressure on service provision be noted.

(2) That any overspend in this area be drawn down from reserves as a volume pressure, consistent with the approved principle of drawing down volume pressures from reserves in other areas.

11 Proposals to update the Council's RIPA Policy

Cabinet received a report which outlined the use of the Regulation of Investigatory Powers Act 2000, and sought approval for the adoption of an amended Regulation of Investigatory Powers Act 2000 (RIPA) Policy and Guidance document. Cabinet was asked to give consideration to the RIPA Policy attached at Appendix 2 of the report, which was proposed to replace the RIPA Policy previously approved by Cabinet on 4 June 2013, and incorporated the amendments recommended by the Office of the Surveillance Commissioners and an update to the list of statutory instruments relevant to the policy.

The recommendations of the Office of Surveillance Commissioners were set out at paragraph 3 of the considered report.

RESOLVED -

(1) That the actions being taken to implement the recommendations of the Office of the Surveillance Commissioners be noted.

(2) That the adoption of the revised RIPA Policy and Guidance document, as detailed at Appendix 2 of the report, be approved.

(3) That authority be delegated to the Chief Executive to nominate officers who are to be Authorising Officers for the purposes of the RIPA regime, and to remove officers from the role of Authorising Officer.

12 Freehold Asset Transfer of Howden Clough Community Centre, Leeds Road, Birstall

Cabinet received a report which set out a proposal for a freehold transfer of the land and buildings which currently make up Howden Clough Community Centre, Leeds Road, Birstall, to the Howden Clough Community Association. The report set out the background to the Community Association's request and the Council's proposed response to transfer the asset at nil consideration but with restrictive covenants in place to ensure that the Centre remained available for community use only.

The report advised that the Community Association had submitted a robust application and business plan in line with the requirements of the Asset Transfer Policy which had been assessed based on five main areas of financing, community impact, risk, organisation strength and the asset.

Cabinet noted that the Centre was in an acceptable state of repair and that current building running costs were £4,750 due to the lease currently holding over and having a shared responsibility for repairs and maintenance. It was noted that the freehold transfer would result in a £4,750 revenue saving to the Council.

RESOLVED -

(1) That Officers be authorised to transfer the freehold of Howden Clough Community Centre to Howden Clough Community Association for nil consideration and to include covenants to ensure that the centre can be used for Community Use with an exception of up to 30% of commercial use in line with previous asset transfers.

(2) That it be noted that the Assistant Director – Place, and the Assistant Director – Legal, Governance and Monitoring, have delegated authority to negotiate and agree the terms and red line boundary of the freehold transfer that relate to the transfer of the Howden Clough Community Centre to Howden Clough Community Association.

13 Freehold Asset Transfer of Marsden Mechanics Hall, Peel Street, Marsden

(Under the provision of Council Procedure Rule 37, Cabinet received a representation from Fiona Russell, on behalf of Marsden Community Trust. Under the provision of Council Procedure Rule 36 (1), Cabinet received a representation from Councillor Bellamy.)

Cabinet received a report which set out a proposal for a freehold transfer of the land and buildings which currently make up Marsden Mechanics Building , Peel Street, Marsden, to Marsden Community Trust Ltd. The report set out the background to the Community Association's request and the Council's proposed response to transfer the building and courtyard at nil consideration but with restrictive covenants in place in order to protect community use.

The report advised that the Community Association had submitted a robust application and business plan in line with the requirements of the Asset Transfer Policy which had been assessed based on five main areas of financing, community impact, risk, organisation strength and the asset.

Cabinet noted that the Centre was in a reasonable state of repair and that current revenue running costs were £25,600 due to the Association holding a partial lease of the Hall which has meant that the Council is responsible for all repair, maintenance and general running costs of the building. It was noted that the freehold transfer would result in a £25,600 revenue saving to the Council.

RESOLVED -

(1) That Officers be authorised to transfer the freehold of Marsden Mechanics Building and Courtyard to Marsden Mechanics Trust for nil consideration, subject to (i) the requirement that there should be a formally agreed license of part of the building for use of the library and information centre and (ii) covenants to ensure that the centre can be used for Community Use with an exception of up to 30% of commercial use in line with previous asset transfers.

(2) That it be noted that the Assistant Director – Place, and the Assistant Director – Legal, Governance and Monitoring, have delegated authority to negotiate and agree

the terms of the freehold transfer, including the red line boundary, that relate to the transfer of the Marsden Mechanics Building to Marsden community Trust.

(3) That the Marsden Mechanics Trust be invited to submit a business case requesting the asset transfer, at a future date, of the area currently occupied by the public toilets and that the business case should meet the needs of both the school and the building.

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 23rd August 2016

Present: Councillor David Sheard (Chair)
Councillor Shabir Pandor
Councillor Peter McBride
Councillor Naheed Mather
Councillor Erin Hill
Councillor Masood Ahmed
Councillor Graham Turner

Apologies: Councillor Musarrat Khan
Councillor Viv Kendrick

In attendance:

Observers: Councillor Mohan Sokhal

14 Membership of the Committee

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

15 Minutes of previous meeting

RESOLVED - That the Minutes of the meetings held on 26 July 2016 be approved as a correct record.

16 Interests

Councillor Ahmed declared an 'other' interest in Agenda Item 11 on the grounds that he has a family member who is a KNH tenant. (Minute No. 24 refers)

17 Admission of the Public

It was noted that Agenda Item 18 would be considered in private session. (Minute No. 31 refers)

18 Deputations/Petitions

Cabinet received deputations from (a) Graham Paisley (Unison) and Sarah Simmonds in relation to Agenda Item 13 and (b) Graham Paisley (Unison) in relation to Agenda Item 14. (Minute Nos 26 and 27 refers)

19 Public Question Time

No questions were asked.

20 Member Question Time

No questions were asked.

21 Sustainable communities - A draft policy statement from the Policy Committee in 2015/16

Cabinet received a report which provided an update on the work undertaken to date in the drafting of a policy on 'Sustainable Communities', following the decision of Policy Committee on 14 April 2016.

The report advised that the Policy Committee had reviewed the Council's current Policy Framework and identified several areas to review during 2015/2016. At the meeting of 23 September 2015, a decision had been taken to create a policy statement on 'sustainable communities', which did not form part of the Policy Framework, and established a 'task and finish' group. The work that had been undertaken to date on the draft policy statement was appended to the report. Cabinet noted that the intention of the policy statement was to ensure that sustaining and improving the sustainability of communities becomes one of the criteria on which to base success and would seek to increase community resilience, support communities to do more for themselves, promote safe and cohesive communities, align social and economic aims, and develop ways of assessing and measuring impacts.

RESOLVED -

(1) That the work undertaken by the Policy Committee in 2015/2016 and the draft policy statement on 'sustainable communities' be received and noted at this stage, rather than approved and released for wider consultation.

(2) That the work on the draft policy statement be referred to the Chief Executive and the appropriate Director(s) for further consideration of the implications, in order that a fuller report can be submitted to a future meeting of Cabinet.

22 Highways Capital Plan 2016/17

Cabinet gave consideration to a report which sought approval of the detailed Highways Capital Plan 2016/2017. Attached at Appendix 1 to the considered report, the plan added individual scheme details to the approved summary programme for 2016/2017, as set out in Appendix H of the report considered by Council on 29 June 2016. Since the meeting of Council, a further £405,000 had been added to the capital plan, comprising of a Department for Transport specific grant from the pothole Action Fund and virement of Council funding for highways schemes approved by Huddersfield District Committee. The revised Capital Plan total was now £16, 721m.

RESOLVED -

(1) That approval be given to the detailed capital Plan in the sum of £16.721m, as detailed in Appendix 1 of the considered report.

(2) That authority be delegated in accordance with Council Financial Procedure Rule 3.12, to the Director of Economy, Skills and the Environment, to manage the Highways Capital Plan, as detailed in paragraph 2.9 of the considered report.

23 Local Development Scheme

Cabinet received a report which sought approval of a revised version of the Council's Local Development Scheme (LDS) for the Local Plan. The report advised that an LDS was required under Section 15 of the Planning and Compulsory Purchase Act 2004, as amended by the Localism Act 2011. Cabinet noted that the current LDS had been revised to reflect the most up to date information re timescales and specific information regarding the documents that would be submitted to the Secretary of State. The report advised that, subject to approval, the LDS would be published on the Council's website and would form part of the technical documents in the Local Plan evidence base.

RESOLVED - That the revised Local Development Scheme for the Local Plan, as appended to the considered report, be approved.

24 Proposed Changes to the Current Payment period for Kirklees Council Housing Tenancies

Cabinet gave consideration to a report which sought approval to vary the Council's secure tenancy agreement in order to replace the current weekly payment (debit) period with a monthly arrangement with effect from 1 December 2016. The report explained that the alignment between income and rental periods was required in order to allow tenants to budget effectively for rent due in accordance with their income cycle, and helping KNH to maximise the collection of rental income. The introduction of Universal Credit would also mean that the majority of Council tenants would receive benefits on a calendar month basis.

The report explained that the cost of implementing the changes would total £53,010. The timescale of the implementation plan, as set out at Appendix A of the report, explained that a consultation period with tenants would take place during September and October, and that a legal notice would be served to tenants at the end of October.

RESOLVED –

(1) That approval be given to serving a Preliminary Notice under section 103 of the Housing Act 1985, informing tenants of proposals to vary the Council's tenancy agreement to require tenants to pay rent monthly, and that such rent be due at the end of each monthly period.

(2) That the decision regarding whether the Council should proceed to implement the proposals to vary the Council's secure tenancy to require tenants to pay rent monthly, and that such rent be due at the end of each monthly period, be delegated to the appropriate Director, in consultation with the Cabinet Member for Housing and Enforcement Management, following evaluation of the consultation received in response to the Preliminary Notice.

(3) That, if implemented, the proposed introduction of a monthly debit period for housing tenancies be effective from 1 December 2016.

25 District Committee New Homes Bonus Funding

Cabinet received a report which requested that approval be given to an amendment to the 2016/2017 New Homes Bonus devolved to District Committees. The report advised that Cabinet had previously approved a set of criteria and principles for District Committee budgets for 2016/2017 which had included criteria for the New Homes Bonus budget devolved to District Committees. Pursuant to a discussion at Overview and Scrutiny Management Committee, it was recognised that a flexible approach was needed in order to support both New Council and local priorities. It was therefore proposed that District Committees be given greater flexibility to spend the New Homes Bonus budget and that 10% of the budget now be subject to the following criteria; (i) awards should not be made to individuals (ii) wider community benefits must be demonstrated and (iii) schemes must adhere to the Council's Financial Procedure Rules. The remaining 90% of the 2016/2017 budget would be subject to the criteria as approved by Cabinet on 24 March 2016. The 10% of budget would equate to a total of £92,600 across all four District Committees.

RESOLVED - That the amendment to the District Committee New Homes Bonus Funding criteria, as detailed in paragraph 2.3 of the considered report, be approved.

26 Transformation of Council Pre-school Daycare Services - Phase 6

Cabinet gave consideration to a report which set out proposals for the delivery of the requirements of the Medium Term Financial Plan, and future options in regards to Tiddlywinks Nursery, Deighton. The report explained that Tiddlywinks Nursery continued to be the only remaining Local Authority managed nursery without an

agreed long term solution and provided the context of statutory childcare sufficiency duties and the current childcare sufficiency position in the Ashbrow area.

The report set out four options (Models A to D) for consideration by Cabinet in determining the future of Tiddlywinks Nursery. These were; (a) No change to current operation (b) delivery of a sustainable model managed by the host school which removes the requirement of future subsidies (c) transfer the service to an external parry and (d) closure of the provision. Key considerations associated with the proposals were set out at Appendix C of the considered report.

The report proposed that Cabinet supported Model D, which would result in the closure of the service, and which would allow the Council to meet Medium Term Financial Plan savings, Council priorities and statutory duties.

RESOLVED –

(1) That approval be given to the proposal as set out at Model D in the considered report, resulting in the closure of the service and achieving Medium Term Financial Plan savings, Council priorities and statutory duties.

(2) That, pursuant to (1) above, support be provided to the children, families and staff effected as set out in paragraph 8 of the considered report.

27 Request for approval to engage and consult on the proposals for the future service offer for the Young People's Activity Team (YPAT) in Kirklees.

Cabinet received a report which set out the need to achieve savings of £584k from the Young People's Activity Team (YPAT) budget and sought approval to carry out engagement and public consultation with current users and stakeholders of the YPAT to redesign future service provision. The report explained that the redesigned provision would need to demonstrate value for money, better meet individual and family neds, focus on developing life skills and maximising independence, provide better co-ordinated and joined up working with partners, the voluntary sector and communities, and provide a clear service offer to all age groups with defined and robust criteria, policies, pathways and processes.

The report explained that the YPAT provided sessional leisure and recreational activities for children and young people aged 5 to 18 years, and is current accessed by 180 disabled children and young people, and 18 disabled adults, with each session lasting between 2.5 and 7 hours. The unit cost of the sessions currently ranged between £57 to £161 per child per session and the team employed 23 staff on substantive contracts, and 61 on a casual basis.

Cabinet noted the timeline as detailed within the report, which proposed to commence consultation at the end of August 2016, with a further report submitted to Cabinet in January 2017.

RESOLVED - That approval be given to the commencement of a consultation and engagement exercise with current users of the Young People's Activity Team, and

their parents/carers, staff and key stakeholders, in order to reduce and redesign the future service offer.

28 Corporate Revenue and Capital Financial Monitoring Report, Quarter 1, 2016-17

Cabinet received the Corporate Revenue and Capital Financial Monitoring Report, Quarter 1, 2016-2017, which set out information on the Council's 2016-2017 forecast financial outturn position for General Fund revenue, Housing Revenue Account and Capital Plan at Quarter 1. The report explained that the Council's General Fund (net) revenue budget for 2016-2017 was set at £310.8m, and that the forecast net revenue spend was £317.0m in 2016-2017, resulting in an overspend of £6.2m, which equated to 2% against budget. It advised that this projected overspend, if not corrected, would be a further draw on the forecast remaining £29m reserves to support the Medium Term Financial Plan from 2017 onwards.

The report indicated that the Council's updated budget plan would include consideration of the Government's offer for a multi-year financial settlement, subject to the publication of an efficient strategy, by 14 October 2016.

RESOLVED –

(1) That, in regards to the General fund Revenue, (i) approval be given to proposals for £2.9m earmarked (risk) reserves drawdown to resource additional children's services development costs in 2016-2017 (ii) the forecast £6.2m forecast revenue overspend position for 2016-2017 (as set out in Appendix A, Section 1) net of the reserves drawdown in (i), be noted (iii) the forecast outturn position on collection fund and forecast movements in reserves and balances in-year be noted (iv) consideration be given to officer proposals to bring the forecast £6.2m overspend at least in line with budgets by current year end, and other actions to build up available reserves to support the Medium term Financial Plan from 2017 onwards, and (v) officers be instructed to submit a report to Cabinet as part of the Medium Term Financial Plan update, with in-year and long term mitigating actions to bring spend back in line with available resources.

(2) That, in regards to the Housing Revenue Account, (i) the forecast revenue outturn position for 2016-2017 (as set out in Appendix A, Section 1), be noted, and (ii) the forecast HRA reserves position at year end (as set out in Appendix B), be noted.

(3) That the Council forecast capital outturn position for 2016-2017 be noted.

29 Corporate Performance Management Report, Quarter 1, 2016-17

Cabinet received a report which provided an overview of the Council's Corporate Performance at the end of Quarter 1, 2015/2016. The report also included updates on progress against outcomes on the Joint Health and Wellbeing Strategy and Kirklees Economic Strategy.

RESOLVED -

(1) That the Quarter 1 2016-2017 Corporate Performance Report be received and noted.

(2) That the Risk Matrix at Quarter 1 be amended to incorporate (i) reputational risks associated with the current operational difficulties in Children's Services (Family Support and Child Protection) and (ii) reputational and operational risks associated with not having an approved Local Plan in place.

30 Exclusion of the Public

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.

31 Review of Kirklees College Review of Short Term Loan Facility

(Exempt information under Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) (Order) 2006. It is considered 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 third party organisations concerned, outweighs the public interest in disclosing the information and providing greater openness in the Council's decision making.)

Cabinet gave consideration to a report which sought to make a variation to the existing terms of the Short Term Loan facility available to Kirklees College to give the college additional cashflow flexibility to assist with progressing the Dewsbury Education Village scheme.

RESOLVED -

(1) That approval be given to the extension of the availability of the short term loan facility to Kirklees College for a maximum of £6m until 31 December 2018 to assist in the development of the Dewsbury Education Village Project.

(2) That authority be delegated to the Assistant Director (Place) and the Assistant Director (Legal, Governance and Monitoring) to negotiate and agree the terms of a variation to the existing College Loan Agreement to facilitate the extension.

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Friday 16th September 2016

Present: Councillor David Sheard (Chair)
Councillor Peter McBride
Councillor Musarrat Khan
Councillor Erin Hill
Councillor Viv Kendrick
Councillor Masood Ahmed
Councillor Graham Turner

Apologies: Councillor Shabir Pandor
Councillor Naheed Mather

Observers: Councillor Mohan Sokhal, Labour - Group Business
Manager

32 Membership of the Committee

Apologies for absence were received on behalf of Councillors Mather and Pandor.

33 Minutes of previous meeting

RESOLVED - That the Minutes of the meetings held on 23 August 2016 be approved as a correct record.

34 Interests

No interests were declared.

35 Admission of the Public

It was noted that Agenda Item 11 would be considered in private session (Minute No. 42 refers).

36 Deputations/Petitions

Cabinet received representations from Keith Waddington, Gary Ward and Richard Kaye in respect of Agenda Item 8 (Minute No. 39 refers).

37 Public Question Time

No questions were asked.

38 Member Question Time

No questions were asked.

39 Initial Strategic Masterplan - Bradley Park

(Under the provisions of Council Procedure Rule 37, Cabinet received representations from Keith Waddington, Gary Ward and Richard Kaye on behalf of Bradley Park Golf Club).

Cabinet gave consideration to a report which set out details of the initial strategic masterplan for Bradley Park, following the Council's commissioning of the work to shape the development of the site. The report advised that the masterplan set out a draft vision for the scope, design and context of development of the site and illustrated how the site had the potential to deliver up to 2000 high quality new homes. The report explained that the new homes were necessary in order to support the ongoing Local Plan process, and also demonstrated that it was possible to retain over 40% of the existing natural environment at the site which could be accessed for the use of leisure and recreation.

Cabinet noted that the masterplan was currently only illustrative of possible options for developing the site over the 15 year timeframe of the Local Plan if the site was to be allocated for housing in the Local Plan. In the event that the site is allocated, each pattern of development would be consulted on with a full range of key stakeholders, following the adoption of the Local Plan.

The report set out an overview of the existing site and the overall vision of the masterplan, which focused upon the creation of a central green corridor and a balance of development across the site, promoting environmental sustainability, high landscape value and the provision of recreational greenspace to serve the local and wider community. A plan illustrating the proposed land use was attached at Appendix A of the considered report.

The report explained that, if approved, the next stage of the process would be to submit the proposed masterplan allocation through the Local Plan process, to continue to determine what facilities may be appropriate for the site in terms of sports provision, to continue dialogue with the adjoining landowner, and to continue

to develop the detailed master-planning of the site including consultation with stakeholders and potential development partners.

RESOLVED -

(1) That the principles of the Initial Strategic Masterplan for Bradley Park be approved.

(2) That the proposed process for developing a strategic approach to sports provision for North Huddersfield, including the Bradley Park site, be approved.

(3) That approval be given to the Council, acting in its role as landowner, using the existing masterplan to support the potential site allocation as part of the Local Plan process, and delegating authority to officers to commission any necessary work to achieve this.

40 Future Direction of Looking local

Cabinet received a report which set out a number of options in relation to the future direction of Looking Local in the context of the Mid-Term Financial Plan. Cabinet noted that Looking Local had been in operation since 2005 and had consistently delivered a financial surplus to the Council, in addition to securing considerable investments from grants, the EU and other funding sources which have directly or indirectly benefited Kirklees. The report advised that due to public sector financial pressures, the core revenue had shrunk considerably over the past two years and that the financial surplus fell short at the end of 2015/2016. As this situation was expected to worsen in 2016/2017, Cabinet were asked to consider future options which were set out within the exempt report at Agenda Item 11, and which detailed the commercial and financial issues.

RESOLVED -

(1) That Option 4, as detailed in Agenda Item 11, be approved.

(2) That authority be delegated to the Assistant Director (Customer and Exchequer Services) and the Assistant Director (Legal and Governance) to hold detailed discussions with the incumbent suppliers and their advisors in order to (i) transfer Intellectual Property Rights and other assets in return for a shareholding in a new company established to run Looking Local (ii) novate and/or assign current contracts in accordance with existing terms and conditions in order to achieve the new arrangements (iii) enter into all relevant contractual agreements with the new entity in order to protect the Council interest in the Company and the benefit of Intellectual Property rights (iv) agree the governance and performance monitoring arrangements including but not limited to a shareholder's agreement which sets out relevant governance arrangements to ensure the Council's shareholding in the new company is adequately protected.

(Cabinet gave consideration to exempt information at agenda item 14 (Minute No. 42 refers) prior to the determination of this item.)

41 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 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, as specifically stated in the under mentioned minutes.

42 Future direction of Looking Local

(Exempt information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that disclosure of the information could adversely affect overall value for money and compromise commercial confidentiality of the incumbent suppliers and therefore the public interest in maintaining the exemption, which would protect the rights of an individual or the Council, outweighs the public interest in disclosing the information and providing greater openness in Council decision making.)

Cabinet gave consideration to commercially sensitive information as set out within the report prior to the consideration and determination of Agenda Item 9.

RESOLVED - Cabinet received exempt information in relation to Agenda Item 9 prior to the determination of that item.

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 20th September 2016

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

Apologies: Councillor Erin Hill

Observers: Councillor Donna Bellamy
Councillor Amanda Stubley
Councillor Linda Wilkinson

43 Membership of the Committee

Apologies for absence were received on behalf of Councillor Hill.

44 Interests

Councillor McBride declared a prejudicial interest in Agenda Items 14 and 18 on the grounds that he is a Board Member of Kirklees Stadium Development Limited, and left the meeting during the consideration of these matters. (Minute Nos 56 and 60 refer).

45 Admission of the Public

It was noted that Agenda Items 16, 17 and 18 would be considered in private session. (Minutes Nos 58,59 and 60 refer).

46 Deputations/Petitions

No deputations or petitions were received.

47 Public Question Time

No questions were asked.

48 Member Question Time

Councillor Wilkinson made reference to a question that she had asked at Council on 14 October 2016 in regard to a ward resident being denied the opportunity to dispose waste at Vine Street tip due to the size of his trailer. She advised that, pursuant to the meeting, she had looked at the policies of neighbouring Local Authorities, and found them not to be in line with that of Kirklees, which was contrary to the response that she had received from the Cabinet Member.

Councillor Mather replied thereto.

49 A better service for children & young people – proposals for consultation

Cabinet gave consideration to a report which set out details on a proposed future model of early help services, including the proposed closure of designated children's centres and youth centre buildings, and to seek to authority to commence formal consultation on the proposed changes. The report set out the contextual position in relation to the current and proposed future 'early help offer' delivered by the Council and Cabinet noted that it was in response to the need to reshape the current service offer of the early Intervention and Targeted Support Service and Integrated Youth Support Service into an Integrated Early Help Offer.

The report outlined the current offer and proposals to seek approval to carry out consultation with current service users, staff and key stakeholders, in order to redesign the future service offer that will form part of the new Kirklees Early Help Offer. It also proposed specific reductions in the current service in order to meet the savings as already agreed in the MTFP and to reduce demand for high cost social care interventions.

The reports explained that, subject to approval, officers would undertake a formal consultation process between 27 September 2016, and 22 November 2016. The findings of the consultation would then be submitted to the meeting of Cabinet on 17 January 2016.

RESOLVED -

(1) That the proposals for consultation regarding the proposed future model of early help services be approved.

(2) That officers be authorised to commence the consultation exercise, as detailed within the report, with current users of the Early Intervention and Targeted Support Service, and Integrated Youth Support Service.

50 Request for approval to consult on the implementation of a revised Adult Social Care Charging Policy

Item deferred.

RESOLVED – That the consideration of the report be deferred to a future Cabinet meeting.

51 184 Wakefield Road, Moldgreen - Proposed Compulsory Purchase Order

Cabinet gave consideration to a report which sought authority to make a Compulsory Purchase Order for 184 Wakefield Road, Moldgreen, in order to enable it to be demolished as part of a project to demolish seven properties on Wakefield Road (No.s 172 to 184). The report advised that all seven properties were vacant, and that No. 184 was derelict. The Council had attempted to acquire the property by negotiation over a period of six months, but the owner had failed to respond to the Council's approaches to acquire the property, and it was therefore necessary to instigate a Compulsory Purchase Order. Cabinet noted that planning approval for the demolition of the properties had been granted.

The report advised that a budget of £205,000 to cover the demolition works and acquisition of the property had previously been approved and would be funded from the Council's Capital Allowance budget.

RESOLVED -

(1) That the Assistant Director (Legal, Governance and Monitoring), be authorised to proceed with the making of a Compulsory Purchase Order for the land shown on 16-0334 under Section 226(1)(a) of the Town and Country Planning Act 1990 and all other enabling powers and submit the order to the Secretary of State for confirmation. The Order shall be called the Kirklees Council (184 Wakefield Road, Moldgreen, Huddersfield) Compulsory Purchase Order 2016.

(2) That it be confirmed that, having considered Article 1 of the First Protocol to the Convention on Human Rights, it is in the interest of the community to make the Compulsory Purchase Order and that interference with Convention rights is considered to be necessary and justified.

(3) That the Assistant Director (Legal, Governance and Monitoring) be authorised to confirm the Order, if there are no objections and if directed by the confirming authority, in accordance with Section 14a of the Acquisition of Land Act 1981.

(4) That the Assistant Director (Place) be authorised to continue negotiations to attempt to acquire the property by agreement and that authority be given to make a discretionary loss payment in accordance with Section 33J of the Land Compensation Act 1973, if appropriate.

52 Expanded Formal Pre-application Service & Development Management Officer Member Communication Protocol

Cabinet received a report which set out details of two initiatives to improve the efficiency, speed and outcomes of planning proposals. The initiatives were (a) to introduce an expanded formal pre-application service and (b) to introduce a new Development Management Officer/Member Communication Protocol. Fuller details on the proposals were set out at paragraph 2 of the considered report, and within the appendix. Cabinet noted that the intended consequences of the initiatives were to set out the standards service that could be expected to prospective applicants, and to improve the quality of developments and decision making.

RESOLVED - That the proposed changes to Planning Services engagement with service users, and Elected Members, as detailed within the report, be approved.

53 Freehold Asset Transfer of Holmfirth Civic Hall, Huddersfield Road

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

Cabinet gave consideration to a proposal to transfer the land and buildings which currently make up Holmfirth Civic Hall, to Holme Valley Parish Council, on a freehold transfer. The report advised that the Civic Hall was a well-used community facility in Holmfirth which provided a meeting and event space and that it was currently managed by the Council. The Parish Council had submitted plans to seek an asset transfer of the building and surrounding land. The report advised that the conditions of such a transfer would include covenants to ensure that Holmfirth Civic Hall would principally remain available for community use only. The considered report provided details to the background to the request, and the proposal to transfer the asset at nil consideration, but with restrictive covenants in place to protect community use.

RESOLVED -

(1) That approval be given to transfer the freehold of Holmfirth Civic Hall from the Council to Holme Valley Parish Council for nil consideration, and to include covenants to ensure that the Civic Hall can be used for Community Use with an exception of up to 30% of commercial use, in line with previous asset transfers.

(2) That it be noted that the Assistant Director (Place) and the Assistant Director (Legal, Governance and Monitoring) have delegated authority to negotiate and agree the terms and red line boundary of the freehold transfer that relate to the transfer of Holmfirth Civic Hall to Holme Valley Parish Council.

(3) That officers be authorised to give three months' notice of termination of Holme Valley Parish Council's tenancy at Holmfirth Council Offices from the date of legal completion of the transfer.

(4) That, in the event that the transfer is not actioned within 6 months, the reasons for delay be reviewed at Assets Committee, and that further appropriate action be determined.

54 Abandoned Waste Management Site, the Scotland Yard, Lockwood, Huddersfield

Cabinet received a report which provided an update on the consequences of the abandonment of the waste site, followed by a deep fire, at Scotland Yard, Queens Mill Road, Lockwood. The report advised that the incident had resulted in the Council incurring significant costs in restoring the site to a safe and legal position and asked that Cabinet note the actions taken to date to mitigate the risks and liabilities as set out within the content of the report, and exempt appendix. The report advised that the costs arising from addressing the requirements of the site would be funded from the Council's Risk Reserve.

Cabinet noted that the next steps of the process would be to clear the waste from the land and develop a communication plan to ensure that local residents and businesses that were currently experiencing smoke, odour nuisance and pest problems, were informed of the progress on site. The report indicated that Environmental Health would continue to monitor the situation and advise on mitigation measures to minimise the impact of the nuisance.

Cabinet highlighted their concerns regarding the powers of the Environment Agency in dealing with such instances and considered that it was important to support lobbying of the Government to empower the Environment Agency to be able to prevent any such similar instances occurring.

(Cabinet gave consideration to exempt information at Agenda Item 16 (Minute No. 58 refers) prior to its determination of this item).

RESOLVED -

(1) That authority be delegated to the Assistant Director (Place) and the Assistant Director (Legal, Governance and Monitoring), to take all reasonable and necessary steps as detailed in the considered reports in order to ensure the safe removal of waste from the land and to negotiate and/or enter into suitable arrangements to do this using existing call off contracts, where appropriate, and in accordance with Council Contract and Procedure Rules.

(2) That approval be given to spending up to the values as set out in the report for clearance of the land before a further Cabinet approval is required.

(3) That the risks involved in the project, and the associated potential cost and time implications, be noted.

(4) That authority be delegated to the Assistant Director (Place) and the Assistant Director (Legal, Governance and Monitoring) to take appropriate action(s) to recover the costs of clearance of the land from appropriate responsible parties, and that officers be asked to fully investigate the options of recovering the cost to the Council of the site clean-up.

55 Leeds City Region - support for strategic housing sites, jobs and skills growth

Cabinet gave consideration to a report which sought authority to enter into arrangements to draw down Local Enterprise Partnership (LEP) funding to unlock housing sites within Kirklees and pursue the necessary steps to bring forward an identified site using LEP funding. The report outlined the support received from the Leeds City Region Local Enterprise Partnership through the Local Growth Fund to support development and bring forward strategic or challenging housing sites, which would assist the Council in meeting objectives of Economic, Joint Health and Wellbeing Strategies, particularly in relation to new housing and growth.

The report advised of proposals to use external funding provided by the LEP to support the development of challenging housing sites and to utilise the funding as detailed within the exempt appendix, which identifies a specific site. Cabinet were asked to endorse actions which would enable the Council to draw down and use external LEP Local Growth funding to secure housing development on this site, and others in the future. Cabinet noted that the initiative would help the Council to co-ordinate and drive the pace of development and investment, and build a more economically resilient Kirklees.

(Cabinet gave consideration to exempt information at Agenda Item 17 (Minute No. 59 refers) prior to its determination of this item).

RESOLVED -

(1) That the role of the Leeds City Region Local Enterprise Partnership and Local Growth Fund in helping to bring forward strategic or challenging housing sites for delivery, and helping to meet the Council's Economic, Joint Health and Wellbeing objectives, be noted.

(2) That the approach to the development of strategic housing sites, as detailed within the considered reports, be approved.

(3) That authority be delegated to the Assistant Director (Place) and the Assistant Director (Legal, Governance and Monitoring) to (i) conclude the legal arrangements or agreements necessary to enable the Local Enterprise Partnership offer of funding to be drawn down and utilised, to enable development to deliver housing and other infrastructure for growth in Kirklees (ii) progress appropriate negotiations with third parties to enable the development of housing and infrastructure and (iii) negotiate to purchase and assemble land where applicable to enable development sites to be brought forward.

(4) That it be noted that a further report will be submitted to Cabinet to outline the support of the HCA and Local Enterprise Partnership in the North Kirklees Growth Zone.

56 Provision of loan facility to Kirklees Stadium Development Ltd (KSDL) for investment purposes

Cabinet received a report which set out a proposal from Kirklees Stadium Development Limited (KSDL) for the Council to provide secured debt funding to KSDL which would allow KSDL to take a majority equity stake in the outdoor Snow Sports Centre within the HD One Development. It advised that, if approved, officers would be authorised to carry out appropriate due diligence on the proposal and detailed negotiation on the documentation. Cabinet noted that the funding the loan advance, would be from the Risks and Pressures budget, within the approved Capital Plan.

(Cabinet gave consideration to exempt information at Agenda Item 18 (Minute No. 60 refers) prior to its determination of this item).

RESOLVED -

(1) That approval be given to an offer of secured debt to Kirklees Stadium Development Limited (KSDL) to allow KSDL to invest to acquire a majority equity stake in the Snow Sports Centre Special Purpose Vehicle that will develop such a facility at the John Smith's stadium site, Huddersfield.

(2) That the Assistant Director (Place), Assistant Director (Legal, Governance and Monitoring) and Assistant Director (Financial Management, Risk, IT and Performance) be authorised to enter into detailed due diligence on the documentation required to progress (1) above, and to progress negotiations on a loan to provide secured debt.

(3) That authority be delegated to the Chief Executive, in consultation with the relevant Cabinet Member, to agree the final terms of the loan with KSDL and give consent on behalf of the Council to the terms by which KSDL makes its equity investment into the Special Purpose Vehicle for the Snow Sports Centre.

(4) That authority be delegated to the Assistant Director (Legal, Governance and Monitoring) to enter into any documentation required in connection with the loan to KSDL.

57 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 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, as specifically stated in the undermentioned Minute.

58 Abandoned Waste Management Site, the Scotland Yard, Lockwood, Huddersfield

(Exempt information under Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006 as it contains (i) information relating to any individual (ii) information which is likely to reveal the identity of an individual and (iii) 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 in the report as disclosure could potentially adversely affect overall value for money, could compromise the commercial confidentiality of organisations and may disclose the contractual terms and impact on potential legal action to be taken in relation to activities that have taken place on the site, which is considered to outweigh the public interest in disclosing information including, greater accountability, transparency in spending public money and openness in Council decision making.)

Cabinet received exempt information regarding the consequences of the abandonment of the waste site prior to the determination of Agenda Item 12 (Minute No. 54 refers).

RESOLVED - Cabinet gave consideration to exempt information prior to the determination of Agenda Item 12.

59 Leeds City Region - support for strategic housing sites, jobs and skills growth

(Exempt information under Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006 as it 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 in the report as disclosure could potentially adversely compromise the commercial confidentiality of negotiations with third parties, and may disclose the contractual terms, which is considered to outweigh the public interest in disclosing information including, greater accountability, transparency in spending public money and openness in Council decision making.)

Cabinet received exempt information regarding LEP Local Growth funding prior to the determination of Agenda Item 13 (Minute No. 55 refers).

RESOLVED - Cabinet gave consideration to exempt information prior to the determination of Agenda Item 13.

60 Provision of loan facility to Kirklees Stadium Development Ltd (KSDL) for investment purposes

(Exempt information under Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006 as it contains information relating to an individual, and contains commercially sensitive information about a third party. The public interest in maintaining confidentiality on the information, which, if made public would contravene data protection legislation and outweighs the public interest in disclosing the information for reasons of open governance).

Cabinet received exempt information regarding the provision of a loan facility prior to the determination of Agenda Item 14 (Minute No. 56 refers).

RESOLVED - Cabinet gave consideration to exempt information prior to the determination of Agenda Item 14.

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Contact Officer: Tish Barker

KIRKLEES COUNCIL

CABINET COMMITTEE - LOCAL ISSUES

Wednesday 14th September 2016

Present:

Councillor Peter McBride
Councillor Naheed Mather
Councillor Musarrat Khan

Observers: Councillor David Sheard, Leader of the Council

1 Appointment of Chair

That Councillor Peter McBride be appointed as Chair for the 2016/17 municipal year.

2 Membership of the Committee

All Members were present.

3 Minutes of Previous Meeting

RESOLVED - The Minutes of the meeting held on 10 February 2016 were approved as a correct record.

4 Interests

No interests were declared at the meeting.

5 Admission of the Public

All items were considered in public session.

6 Deputations/Petitions

No deputations or petitions were received.

7 Public Question Time

No Public Questions were asked at the meeting.

8 Member Question Time

No Member questions were asked at the meeting.

9 Ward Member Objection to the Relocation of Bus Stop 450 16720 on the A62 Leeds Road, Deighton

The Committee gave consideration to local Ward Councillors' objections to the proposed relocation of bus stop 450 16720 on the A62 Leeds Road, Deighton.

The report explained, in order to reduce congestion and help improve journey time reliability on the A62 Leeds Road, it was proposed to relocate bus stop no – 450 16720 into the adjacent layby, 30 metres to the south. It went on to explain that the flow of traffic towards Huddersfield was temporarily blocked each time a bus pulled up at stop no – 450 16720 and due to the positioning of a pedestrian refuge, motorists were unable to safely overtake stationary buses at the bus stop. Relocation of the bus stop to the layby would resolve this issue by enabling general traffic to safely pass a stopping bus.

Objections to the relocation of the bus stop were received from four local retailers stating that the layby to be used for the bus stop was currently used for parking by customers.

Ashbrow Ward Councillors objected to the proposals as set out in the report, including objections on the grounds of the new stop being further from the residential area, the new location would be near a sharp bend and further away from the pedestrian refuge facility and potential loss of trade for local retailers.

Cllr David Sheard attended the meeting to support the proposed relocation of the bus stop on the grounds of reducing traffic congestion and the pollution caused by standing traffic.

The Committee recognised that the A62 Leeds Road corridor was a key strategic route and the highway congestion caused by buses stopping at the bus stop created delay and unreliability for bus services.

RESOLVED - That the objections to the proposed scheme be over-ruled and the bus stop relocated in order to:

- a) reduce congestion and delay on the busy A62 Leeds Road corridor; and
- b) create a safer highway layout

NOTE: Due to interested parties not being aware of this meeting this item will be reconsidered at the Cabinet Committee Local Issues meeting on 19 October 2016.

Contact Officer: Alaina McGlade

KIRKLEES COUNCIL

APPEALS PANEL - EDUCATION SCHOOL TRANSPORT

Friday 16th September 2016

Present: Councillor Bill Armer (Chair)
Councillor Christine Iredale
Councillor Gemma Wilson

1 Minutes of Previous Meeting

That the Minutes of the meeting held on 24 May 2016 be approved as a correct record.

2 Interests

No interests were declared.

3 Exclusion of the Public

The Panel noted that Agenda Item 4 would be considered in private session.

4 School Transport appeal (LM)

(Exempt information relating to the identity of an individual seeking financial assistance from the Authority. The public interest in maintaining the exemption, which would protect the rights of an individual under the Data Protection Act 1988, outweighs the public interest in disclosing the information and providing greater openness in the Council's decision making)

The Panel considered the information in the report and information received from the Service and the appellant and:

RESOLVED – That the appeal be dismissed.

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Monday 16th May 2016

Present: Councillor Hilary Richards (Chair)
Councillor Naheed Mather
Councillor Kath Pinnock
Councillor John Taylor
Councillor Linda Wilkinson

1 Membership of the Committee

There were no substitutions to the membership of the Committee.

2 Interests

No interests were declared.

3 Admission of the Public

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

4 Deputations/Petitions

None received.

5 Public Question Time

No questions were asked.

6 Terms of Reference - Health and Wellbeing Board

The Committee gave consideration to a report which set out proposed provisions to the terms of reference for the Health and Wellbeing Board.

The Committee noted that following a development session held by the Local Government Association in which board members had participated, it had been agreed that the Board would clarify its role and purpose, improve understanding of the purpose and role of other boards and organisations, and build constructive relationships across these bodies. Consequently, following the development session it was agreed that the Terms of Reference for the Board would be strengthened to reflect discussion and the output from the session.

The amended Terms of Reference, which were appended to the considered report, set out the proposed revisions which had been presented to the Health and Wellbeing Board on 28 April 2016. The Board had formally accepted the revisions and recommended that they be adopted.

The Committee gave consideration to the proposed revisions and agreed that an amendment be made to the listed membership of the Board to remove the word health from the paragraph relating to invited observers so that it read 'significant partners'.

RESOLVED - That the proposed amendments to the Terms of Reference of Health and Wellbeing Board be endorsed and that the report be submitted to the meeting of Annual Council on 25 May with a recommendation of approval, subject to the amendment of Appendix 1, to remove the word 'health' from the paragraph listing 'Invited Observers'.

7 Contract Procedure Rules - Proposed Amendments

The Committee gave consideration to a report which set out proposed changes to the Council's Contract Procedure Rules.

Paragraph 2 of the report set out the reasons as to why the changes were required which included the introduction of new Concession Contracts Regulations 2016, which needed to be taken into account, and the need to comply with the Data Protection Act 1998 and the ICO recommendations of 2014 in preparation for the General Data Protection Regulation which was approved by the European Parliament in April 2016.

The proposed amendments were attached as an appendix to the report, alongside a comparison table which highlighted the changes between Contracts Procedure Rules in 2015 and those proposed for 2016.

RESOLVED -

(1) That the recommended changes to Contract Procedure Rules as outlined in this report be endorsed and submitted to Annual Council with a recommendation that they be approved and operational with effect from 1st June 2016.

(2) That, pursuant to (1) above, the Director of Resources be permitted to prepare additional guidance as appropriate to supplement these regulations and aid compliance with appropriate European and national legislation.

(3) That, pursuant to (1) above, authority be delegated to the Assistant Direct – Legal, Governance and Monitoring, to make any further drafting amendments to the report as required.

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Friday 17th June 2016

Present: Councillor Hilary Richards (Chair)
Councillor John Taylor
Councillor Linda Wilkinson

1 Membership of the Committee

Apologies for absence were received on behalf on Councillors Palfreeman, K Pinnock and Stewart-Turner.

2 Minutes of Previous Meeting

RESOLVED – That the item be deferred to the next meeting of the Committee.

3 Interests

No interests were declared.

4 Admission of the Public

Determined.

5 Deputations/Petitions

None received.

6 Annual Report on Treasury Management 2015/2016

The Committee received a report which set out an annual review of Treasury Management activities for the 2015-2016 financial year. The report provided an overview of (i) borrowing and investment strategy 2015/2016 (ii) economy and interest rates (iii) investment activity (iv) borrowing requirement and depot management (v) trends in treasury management activity (vi) revenue budget monitoring and (vii) risk and compliance issues.

It was noted that, as there were currently no meetings of Cabinet scheduled, the report would be submitted direct to the meeting of Council on 29th June 2016.

RESOLVED - That the review of Treasury Management Activity 2015/2016 be received and noted.

7 External Audit - Update Report

The Committee received the External Audit Progress Report and Technical Update, dated June 2016. The report set out an overview of the work of the external audit, and highlighted technical issues which may impact upon the audit process which included (i) the PSAA Publication of 2016-2017 work programme and scale of fees (ii) changes to arrangements for the exercise of electors' rights in 2015-2016 (iii) the NAO Report in respect of English Devolution and (iv) the new Local Audit Framework.

The report also set out an overview of 2015/2016 audit deliverables.

RESOLVED - That the External Audit Progress Report and Technical Update be received and noted.

8 Update on the progress of the Final Accounts Process for 2015/2016, including Bad Debt Write Offs

The Committee received a report which set out an update on the progress of the final accounts process for 2015/2016, including Bad Debt Write Offs. Paragraph 2.3 of the report set out the main changes to the accounts for 2015/2016, which included the number of companies in the Council's Group Accounts being reduced to Kirklees Neighbourhood Housing (as a subsidiary) and Kirklees Stadium Ltd (as a joint venture).

The appendix to the report detailed the debts written off in 2015/2016. This illustrated that £6.8mil of debt had been written off in 2015/2016, equating to 1.67%, which had been an improvement on the previous year when £8.9mil, equating to 2.24%, had been written off. The Committee also noted information regarding debt recovery of Council Tax, Business Rates, and Housing Rents, which were set out at paragraph 2.9 of the report.

RESOLVED - That the update on the progress of the final accounts process for 2015/2016, including Bad Debts Write Offs, be received and noted.

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Friday 29th July 2016

Present: Councillor Hilary Richards (Chair)
Councillor Julie Stewart-Turner
Councillor Gulfam Asif
Councillor Kath Pinnock
Councillor Linda Wilkinson

1 Membership of the Committee

There were no substitutions to the membership of the Committee.

2 Minutes of Previous Meeting

RESOLVED - That the Minutes of the meetings of the Committee held on 16 May 2016 and 17 June 2016 be approved as a correct record.

3 Interests

Cllr K Pinnock declared an 'other' interest in Agenda Item 8 on the grounds that she is a Governor of Whitcliffe Mount School.

4 Admission of the Public

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

5 Deputations/Petitions

None received.

6 Information Governance Annual report 2015-2016

The Committee received the 2015/2016 Information Governance Annual Report. The reports set out the main Information Governance events and activities for 2015/2016 including; (i) Information Governance matters (ii) Information access requests under the Freedom of Information Act 2000 (iii) Environmental Information Regulations 2004 (iv) Subject access requests made under the Data Protection Act 1998 and (v) an outline of the improvements and developments planned for 2016/2017, particularly in the context of supporting the organisation to deliver its strategic priorities in terms of intelligence.

It was noted that members of the Information Governance Board had been consulted on the content of the report and endorsed its submission to the Committee. The report advised that the learning from the previous 12 month period and planned activity for the next reporting period would form the basis of the work programme for the Information Governance Board, and that this would be closely aligned to the strategic objectives of the Council in the context of the Vision and Corporate Plan.

The Committee noted the content of the report and in particular highlighted and discussed issues relating to the NHS toolkit accreditation, the cost to the Authority of the Freedom of Information Request process and Environmental Information Regulations. It was requested that further information be provided to the Committee members the Local Government Transparency Code, the cost of processing Freedom of Information requests, the information Governance Toolkit and preparing for the General Data Protection Regulation.

RESOLVED - That the Information Governance Annual Report 2015-2016 be received and noted.

7 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.

8 Internal Audit - Quarter 1, 2016-2017

(Exempt information under Part 1 of Schedule 12A of the Local Government Act 1972 relating to the financial or business affairs of any particular person (including the authority holding that information), 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 outweighs the public interest in disclosing the information and providing greater openness in the Council's decision making.)

Corporate Governance and Audit Committee - 29 July 2016

The Committee received the Quarter 1 Report of Internal Audit, April to June 2016, which set out details of activity and findings from Internal Audit Work completed in the quarter to 30 June 2016.

RESOLVED -

(1) That the Internal Audit Quarter 1 Report be received and noted.

(2) That the Committee's request for additional information regarding costs relating to Children's Centre activity be incorporated within the Quarter 2 update report to be submitted to a future meeting.

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Contact Officer: Tish Barker

KIRKLEES COUNCIL

CORPORATE PARENTING BOARD

Monday 13th June 2016

Present: Councillor Karen Allison (Chair)
Councillor Andrew Marchington
Councillor Carole Pattison
Jacqui Gedman
Toni Traynor
Rachel Spencer-Henshall
Marion Gray
Martin Green
Janet Tolley
Matthew Holland

Apologies: Councillor Lisa Holmes
Sarah Callaghan
Steve Collins
Andrew Carden

In attendance:

Observers:

31 Minutes of previous meeting

The minutes of the meeting held on 18 April 2016 were agreed as a correct record.

32 Interests

There were no interests declared.

33 Appointment of Chair

That Cllr Karen Allison be appointed chair for the meeting.

34 Deputations and Petitions

The Corporate Parenting Board received a deputation from Colleen Callaghan on behalf of the Kirklees Fostering Network.

The meeting were informed that members of KFN had worked closely with officers in the council in the past and were keen to continue this to improve outcomes for looked after children.

35 Fosterme - Targeted Fostering Campaign

Karen Jones, Senior Communications Officer – Communities, Transformation and Change, provided a briefing for the Board on the Fosterme – targeted fostering campaign.

The six week campaign, which took place in February and March 2016, had been specifically aimed at recruiting foster carers for teenagers and was covered by digital, print and outdoor advertising media. This included a series of 30 second clip videos to use on social media along with a three minute video on the Kirklees website, with messages from both teenagers and foster carers.

The Board was informed that the Fosterme campaign achieved 30 pieces of positive PR coverage, including coverage on local radio, newspapers and television news. The use of real young people and foster carers made the videos particularly powerful and emotive with positive feedback from colleagues, foster carers and members of the public.

It was noted that this campaign was targeted at recruiting foster carers for teenagers. Further campaigns throughout the year would be more general with some emphasis on fostering children aged 10 and over, plus longer term fostering.

The campaign resulted in 55 initial contact enquiries, specifically for foster carers for teenagers. The Board noted that the outcome from this campaign was not evident as yet, but would be closely monitored. The conversion time from enquiry to gaining approval as a foster carer could take four to six months. The campaign had received less enquiries than in previous years, though previous campaigns had been for general foster care rather than targeted at foster carers for teenagers.

The Board noted the need to recruit more foster carers and long term foster carers. During the last few years the number of foster carers who had retired had been greater than the number recruited and there followed discussion on the need to speak with retiring carers to ascertain the reasons for retiring.

Marion Gray, Learning and Organisational Development Officer, raised a report regarding training for foster carers, which had been due to be considered at a Foster Carers Steering Group, and the need to engage the Foster Carers Steering Group when planning this. Toni Traynor agreed to make sure the next Foster Carers Steering Group would meet.

Further discussion took place regarding working together with other West Yorkshire authorities in promoting the need for foster carers. This had been undertaken in the past and had proved problematic due to different terms and conditions throughout the different councils.

RESOLVED –

(1) That the Fosterme – Targeted Fostering Campaign report be received and noted.

(2) That the Head of Corporate Parenting ensure the Foster Carers Steering Group meeting be held.

36 Corporate Parenting Strategy

Toni Traynor, Head of Service - Corporate Parenting, presented the draft Corporate Parenting Strategy. The strategy set out the ambitions for the Council as Corporate Parent for looked after children and care leavers.

The strategy stated how Kirklees intended to fulfil its corporate parenting responsibilities in a way that put children and young people at the centre of improvements in the planning, delivery and evaluation of the council's services.

The vision for looked after children and care leavers in Kirklees was that every child reached their full potential, to be happy, healthy, safe, and feel loved, valued and respected.

It was noted that the strategy set out the national and local contexts which underpinned the council's Corporate Parenting Strategy. The Strategy took into account the need to reduce the level of risk and improve outcomes, with everything underpinned by the voice of the child.

Data had been collated from services throughout the council and used to structure the Corporate Parenting Strategy. The Board expressed the need to consider how the collated data could be used as intelligence in improving outcomes for individual children and young people.

It was noted that the Corporate Parenting Strategy provided broad outcomes and would benefit from being developed further. It was agreed that officers would look at broadening the strategy. A further report is due to come to the Board, 'Transformation of Corporate Parenting', which will consider how strategies for Corporate Parenting are agreed.

Toni Traynor advised that the Terms of Reference for the Board would be revisited and brought to the Board at a future date.

RESOLVED –

(1) That the Draft Corporate Parenting Strategy be approved.

(2) That further work to be undertaken to broaden and develop the plan.

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Contact Officer: Tish Barker

KIRKLEES COUNCIL

CORPORATE PARENTING BOARD

Thursday 28th July 2016

Present: Councillor Erin Hill (Chair)
Councillor Andrew Marchington
Councillor Gemma Wilson
Toni Traynor, Head of Corporate Parenting
Sarah Callaghan, Director for Children's Services
Marion Gray, Learning & Organisational Development Manager
Martin Green, Deputy Assistant Director
Matthew Holland, Head of Children's Trust Management & Development

Apologies: Councillor Karen Allison
Councillor Carole Pattison
Carly Speechley
Janet Tolley
Gill Ellis

In attendance: Melanie Tiernan, Service Manager
John Heneghan, Head of Policy
Linda Patterson, Head of Corporate Parenting
Belinda Cashman, Team Manager
Mandy Cameron, Deputy Assistant Director, Learning & Skills
Alaina McGlade, Governance & Democratic Engagement Officer

1 Introductions & Apologies

Apologies for absence were received on behalf of Cllr Carole Pattison, Cllr Karen Allison, Janet Tolley, Gill Ellis and Carly Speechley.

2 Minutes of previous meeting

RESOLVED - That the Minutes of the meeting held on 13 June 2016 be approved as a correct record.

3 Interests

No interests were declared.

4 Admission of the Public

The Panel considered the exclusion of the public and determined 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 received.

7 The Role of the Corporate Parent

Toni Traynor, Head of Corporate Parenting and Matthew Holland, Head of Children's Trust Management and Development gave the Board a presentation advising on the collective responsibility of the Council to provide the best care and protection for children and young people who are 'Looked After'. Toni advised that the Board's a key role was to monitor how the Council discharges its corporate parenting responsibilities.

Matthew advised that there had been a significant increase in the Looked After Children numbers in Kirklees over the recent period and that abuse or neglect were the largest main categories of need.

The presentation went on to provide an overview of the legislative requirements in relation to Looked After Children and gave an overview of the profile of Looked After Children for 2015/16. A table within the presentation compared the Kirklees Looked After Children population, with regional and national benchmarks and this showed that Kirklees were well below the statistical neighbours and regions across the Yorkshire and Humber but were slightly above the averages across England.

A second table within the presentation showed that the majority (59%) of children Looked After at 31 March 2016 were aged 10 and over, with 132 children aged 16 and above (20%) and 252 aged 10 to 15 (39 percent). 42 children were Looked After under the age of one (6%) and a comparison with 2015 data was also evidenced.

It was highlighted that there'd been 872 incidents of "Missing" during 2015/16, across 112 children and that this sometimes had a direct relationship with incidents of Child Sexual Exploitation.

It was explained that there is a statutory duty to ensure that health assessments are carried out for every Looked After Children child in our care, and that of the 453 children who had been Looked After for at least 12 months, 98% had had their health assessments on time. It was highlighted that a concern relating to this area was work that took place with other authorities as focus and priority tended to be with their own responsibilities.

The presentation moved on to provide a highlight of current data and highlighted that the most prominent age group of Looked After Children in Kirklees was still the age group between 10-15 and that the numbers of Looked After Children placed in foster care has risen since the April update to 72%. 64% had been looked after for 2 ½ years and were in the same placement and Looked After Children with 3 or more placements during the previous 12 months was 11.6%. It was advised that this was a key performance indicator and an area of focus for improvement.

The Board was advised that 16% of Looked After Children are placed outside the LA boundary and more than 20 miles from where they used to live and that 42% were placed outside of Kirklees.

RESOLVED - That the update be received, with thanks to Toni and Matthew for their attendance.

8 Our Looked After Child Profile

This item was considered as part of agenda item 7.

RESOLVED - That the update received during agenda item 7 be noted.

9 Key Priorities

John Heneghan, Head of Policy and Belinda Cashman, Team Manager presented the Board with a draft report on the Kirklees Looked after Children's Accommodation Market Position Statement and an update on the transformation within Corporate Parenting.

The report sought to identify how the Council could collectively raise the bar for outcomes of Looked After Children and Care Leavers. The report advised that the progress of the Kirklees Cares Project was being reviewed. They explained that young people had been consulted through a questionnaire and that a Care Leavers Forum had been established.

They explained that a number of schemes had been identified to provide peer support to Care Leavers but that further work was required in regards to developing a model of delivery, clarifying the mentoring role, identifying and training mentors and developing a framework for the scheme.

Sarah Callaghan, Director for Children's Services advised that the main principle of the project was to demonstrate the impact caused by the project to be sure the team was engaging appropriately. She explained that sometimes, the things that matter to the children involved, aren't identified as measurable outcomes and that this needed to be incorporated. Sarah went on to highlight that, going forward, the Board would need to consider how information and data would be fed back to the Board; outcome based accountability was identified as a potential way to do this and the Board agreed that further discussion should take place around this.

Sarah also advised the Panel that a celebration event had recently taken place for Adopters and that this had proven to be a successful and positive way for thanking the adopters for their commitment to Looked After Children in Kirklees.

RESOLVED - That the update be received, with thanks to John and Belinda for their attendance.

10 Proposals for Refreshing the Corporate Parenting Board

The Board received a draft report that detailed a best practice guide for the arrangement of the Board.

The Board noted that the report set out 7 main priority areas that would be the focus of the Board. It was highlighted that an item at the front of each cover report to the Board, identifying which of the priority areas is being covered, would assist the Board in evidencing how the Board is meeting its responsibilities.

RESOLVED -

(1) That the update be received, with thanks to Toni for producing and presenting to the Board.

(2) That the Board request that reports presented to the Board should contain a summary box on the front page of the report, identifying which of the priority areas is being covered.

Contact Officer: Tish Barker

KIRKLEES COUNCIL

CORPORATE PARENTING BOARD

Thursday 15th September 2016

Present: Jacqui Gedman (Chair)

Apologies: Councillor Erin Hill (Chair)
Councillor Karen Allison
Councillor Andrew Marchington
Councillor Gemma Wilson
Linda Patterson
Sarah Callaghan
Carly Speechley

In attendance: Boaler, Team Manager (PLacement Support)
Lockwood, Acting Team Manager
Mackey, Principal Educational Psychologist

Observers: Councillor John Lawson, Liberal Democrat - Deputy
Leader
Alaina McGlade, Governance & Democratic Engagement
Officer
Catherine Boaler, Team Manager (PLacement Support)
Jane Lockwood, Acting Team Manager
Lynne Mackey, Principal Educational Psychologist

1 Appointment of Chair

In the absence of Councillor Erin Hill, Cabinet Member for Family Support & Child Protection, Jacqui Gedman was appointed Chair of the Board for this meeting only.

2 Introductions and Apologies

Apologies for absence were received on behalf of Cllr Erin Hill, Cllr Karen Allison, Cllr Andrew Marchington, Cllr Gemma Wilson, Linda Patterson, Interim Head of Corporate Parenting, Carly Speechley, Interim Assistant Director – Family Support & Child Protection & Sarah Callaghan, Director for Children & Young People.

3 Minutes of previous meeting

That the minutes of the meeting held on 13 June 2016 be approved as a correct record subject to the inclusion of Steve Collins and Jacqui Gedman in the record of apologies.

4 Interests

No interests were declared.

5 Admission of the Public

The Panel considered the exclusion of the public and determined that all agenda items be considered in public session.

6 Deputations/Petitions

No deputations or petitions were received.

7 Public Question Time

No questions were received.

8 LAC Emotional Health - Pillars of Parenting

Lynne Mackey, Principal Educational Psychologist was in attendance at the meeting to provide the Board with a presentation on the steps being taken to address the emotional wellbeing of the looked after children population within Kirklees.

The presentation explained that the aim of Pillars of Parenting was to include an emotional warmth dimension to professional caregiving. The Board was advised that there were 8 pillars on which the principle focussed upon, four of which fell under the heading of "Sense of Wellbeing", two fell under "Managing Life Events" and two fell under "Social Confidence and Capital".

The Pillars were broken down as follows:

- Sense of Wellbeing
 - (1) Quality Care and Protection
 - (2) Warm relationships
 - (3) Positive self-perception
 - (4) Belonging
- Managing Life Events
 - (5) Enhancing resilience
 - (6) Teaching self-management
- Acquiring Social Confidence and Capital
 - (7) Improving emotional competence
 - (8) Developing personal and social responsibility

Lynne advised the Board that a pilot approach had been rolled out across residential homes with good outcomes and that a pilot was now being trialled with a selection of foster carers also. The Board questioned how the results were measured and it was explained that a baseline assessment is completed at the beginning of the process, with measures then being undertaken three times a year. It was advised that a development checklist was created, monitoring the results of these

assessments and that monitoring visits had also taken place to incorporate feedback into the process.

The Board questioned how the team identified relevant children for the programme and they were advised that they were identified using their Strength & Difficulty questionnaire scores. It was also advised that going forward, the team would look to identify PoP champions who would advocate the process and communicate the positive outcomes achieved throughout their own personal experiences.

RESOLVED -

(1) That the update be received, with thanks to Lynne and Catherine for their attendance.

(2) That an evaluation on the PoP pilot in relation to residential homes could be undertaken (reflecting the New Council's thinking) and presented to a future meeting of the Panel.

(3) That an evaluation on the effect of PoP in relation to foster carers was required to be presented to the board but it was noted that this pilot was only in its early stages and the update would not be available until next year.

9 Preparation for Independence

RESOLVED - That consideration of this item be deferred to a future meeting of the Board.

10 Update on Transforming Corporate Parenting

RESOLVED - That consideration of this item be deferred to a future meeting of the Board.

11 Corporate Parenting Board Agenda Plan

RESOLVED - That consideration of this item be deferred to a future meeting of the Board.

12 Dates of Future Meetings

Dates of future meetings were noted.

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KIRKLEES COUNCIL

DISTRICT COMMITTEE - BATLEY AND SPEN

Tuesday 15th March 2016

Present: Councillor Gwen Lowe (Chair)
Councillors: M Akhtar, D Hall, S Hall, L Holmes,
V Kendrick, J Lawson, M O'Neill, S Pandor,
A Palfreeman, D Sheard and E Smaje

Apologies: S Alvy, R Light, A Pinnock, K Pinnock and A Stubley

In attendance: Approximately 56 members of the public were in attendance

1 Welcomes and Introductions

The Chair welcomed everyone to the meeting and Councillors introduced themselves.

2 Minutes of previous meeting

RESOLVED – That the Minutes of the meeting of the Committee held on 21 January 2016 were approved as a correct record.

3 Interests

Councillor Gwen Lowe declared an 'other' interest in Item 7 Budget Report 5, Millpond Support Group grant application as a committee member and left the meeting at that item.

Councillor John Lawson declared an 'other' interest in Item 7 Budget Report 1, Cleckheaton Literature Festival grant application and did not vote on that item.

4 Admission of the public

All items were considered in public.

5 Deputations / Petitions

None were received.

6 Public Question Time

The following questions were raised and Councillors responded:

- (i) Mrs B Biltcliffe asked if Minutes could be circulated earlier.
- (ii) Mr B Wilson asked if bollards could be installed on Healey Lane.
- (iii) Mr M Haigh asked if the committee could fund insurance costs.

- (iv) Mr B Wilson asked if there was a charge for removal of fridges and if there was something that could be done about fridges dumped on Healey Lane, Batley.
- (v) A question was asked about action that could be taken to get potholes repaired.

**7 Committee Budget Report
RESOLVED:-**

That the following decisions made by the Head of Safe and Cohesive Communities, under the discretionary grant scheme, be noted:

- Batley Foodbank – purchase of freezer - £500 revenue (Batley East/ Batley West)
- ‘Love Your Volunteer’ event Batley Town Hall – entertainment and certificates - £300 revenue (Batley East/ Batley West)

Revenue Approved:

- Cleckheaton Literature Festival - £7,727 (Spen Valley)
Councillor John Lawson declared an ‘other’ interest in this item and did not vote.
- Blanket Hall Street Stalls, Heckmondwike - £460.80 (Spen Valley)
The grant was approved on the basis of encouraging footfall and trade in the town.
- Spen Valley Civic Society Luddite Trail Leaflets - £515 (Spen Valley)
- Crown of Lights Free Music Festival 2016 – up to a maximum of £14,390 (Spen Valley)
Early fundraising was recommended in future to cover festival costs.
- Millpond Support Group, Batley - £500 (Batley West)
Councillor Gwen Lowe declared an ‘other’ interest and left the meeting.
Councillor Steve Hall was nominated as Chair for this item.
- Ladies Sewing Classes (MEDO) (Batley) - £700 (Batley East/ Batley West)
- Manor Gardens (Batley) Dig In Phase II, Facilities Enhancement - £7,150 (Batley East/ Batley West)
- Clear It Up Birkenshaw - £220 (Birstall and Birkenshaw)
- Remembrance Day Parades 2016 (in Birstall, Birkenshaw and East Bierley) £575 (Birstall and Birkenshaw)

District Committee - Batley and Spen - 15 March 2016

- Town and Village Hanging Baskets 2016 (in Birstall, Birkenshaw and East Bierley) - £2,820 (Birstall and Birkenshaw)
- Wacky Wednesdays at Oakwell Hall (Summer 2016) - £1,800 (£300 per ward)
- £30.00 underspend to be returned to revenue budget (Spen Valley) – Build Your Future (project approved 11/11/2014)

New Homes Bonus Funding Approved:-

Step by Step Employment and Learning Support - £30,297 revenue

8 District Committee Chair's overview of 2015 - 2016

The Chair reflected on District Committee activity over the last year 2015-2016 highlighting key items of discussion at District Committee meetings where there were opportunities to shape delivery or promote better public understanding;

- Service standards to parks and open spaces
- The programme of unclassified roads maintenance
- The programme of estate and environmental works improvements
- The Community Safety Partnership Plan
- Making Dementia friendly communities and the Safe Places Scheme
- Winter maintenance
- Public Space Protection Orders
- Police service standards

Resident engagement activities had taken place including 5 'You and Your Community' events across the district, stimulating new community activity and enabling groups to deliver 29 projects.

There had been around 200 attendees (including those that evening) at public District Committee meetings having opportunities to contribute to discussions.

New audiences were reached through greater use of social media and the District Committee Facebook page.

Priorities and grant scheme criteria had been approved and around 15 grants (including those on the agenda) had been funded through the year and around 9 more commissioned.

Councillors had worked together in themed subgroups to drive outcomes on District Committee priorities. Five productive sessions had taken place which would lead on to further development work outlined in the Plan of Place.

The Chair thanked all the active and enthusiastic volunteers across the district. The District Committee would continue to work with communities and partners to and utilise the strengths, resources and skills in the district to address priorities outlined in the Plan of Place.

9 Plan of Place

The Plan of Place outlining current District Committee priorities and areas of focus, was approved.

10 Celebrating Community Activity

The Chair welcomed a dance performance by young people, supported by Kirklees Integrated Youth Support Services.

Following the performance the Chair thanked the young girls involved and acknowledged the wealth of activity across the district and the fabulous volunteers who gave their time and energy to make Batley and Spen a better place for everyone.

A range of projects were to be showcased during the meeting. It was acknowledged that other residents at the meeting were also involved in community activities, for example tenant and resident committees, sports clubs or informal carers to others. The Chair paid tribute to the hard work, commitment and enthusiasm of community organisations and thanked all volunteers.

Several community organisation representatives from across the district then gave updates on projects which had been funded by Batley and Spen District Committee.

Dig In at Manor Gardens

A community garden had been created from land formally used for antisocial behaviour including drug use and dumping. The organisation had worked with local schools and children were learning how to prepare the ground and harvest produce. Membership was growing from residents around the site and beyond. There was a transfer of skills and experience. Placements were also offered. Links were made with other growing groups for example Growing Newsome. Raised beds were being added to the facilities to enable people with a disability to participate.

Positive feedback had been received:

"It has become a nice place and no waste dumping or drug addicts"

"It's a wonderful project. Let me know if I can help or support in any way"

Dewsbury Rotary Club – Technology Tournament

This project had run locally and nationally for 11 years. Several schools across the area were involved in the tournament which the District Committee funding enabled to take place. It aimed to bring young people together and challenge interaction, leadership and design skills. Students who completed the activity were awarded a certificate.

Cleckheaton Folk Festival

Support from the District Committee facilitated the development of the outdoor aspects of the festival such as the parade, street entertainment, workshops, and sing-a-rounds. It was estimated that the festival brought in 3,500/4,000 visitors to the Spen Valley. Eighty per cent of events were free because of the District Committee support.

Batley Business Association – Batley Vintage Day

The event had lots of community support and brought around 2,500 people into Batley town centre some even travelling from America for the event. The Vintage Day 2016 would be bigger and better with more workshops and upcycling. A Spitfire did a fly over last year. This year a Lancaster Bomber would fly over.

Crown of Lights Free Music Festival

The Festival had grown year on year as a great family friendly event with quality artists who were eager to be involved. Their website captures the many positive comments from earlier events. Organisers were trying to make the event self-sustaining.

Birstall Chamber of Trade - Birstall and Birkenshaw Festive Lighting

Organisers fundraise through a variety of different means and volunteers put in hundreds of hours. The Christmas tree was donated and volunteers erected it. With 25 new Christmas trees it would be spectacular this year. It brought 2000 people into the village and around 1000 into the library.

Invaluable support was provided by Kirklees officers Vina Randhawa, Darran Huntington, Andy Bullen, John Hollings, local Councillors and the Chamber team. There was fabulous feedback on the lights which now go from end to end of the village. 2016 will be self-financed.

Mosaic – The District Committee funding had been central to the work organisers had been able to do. 12 schools had been involved, each contributing £1,000 and lots had been done on a voluntary basis to enable 300 children to be given fabulous after school learning experiences.

Cleckheaton Literature Festival - Positive feedback had been received complimenting the first festival, held last year. Around 546 people were engaged. A vast number of hours were put into delivering the festival. This year there were more authors involved. All the authors who attended last year wanted to return. Links have been made with other 'friends of 'groups. There had been demand for creative writing. It was hoped that the 2016 festival would be bigger and better.

Friends of Oakwell 'Your Country Needs You' – Friends of Red House were also involved in delivering this World War One re-enactment event featuring the Lancashire Hussars, a cavalry ride and charge. There was an encampment with recipes cooking, music and arts. There were plans for a May Day event with traditional Maypole dancing and May horses, readings, music and traditional food.

Batley Cricket Club – The District Committee award enabled a kitchen refurbishment and facilities for the disabled, which had made a huge difference and allowed for club and outside functions and cookery classes. The club had developed a good working partnership with Spark Skills and links with Kirklees Integrated Youth Services. Yorkshire Cricket Club played at the club and complimented the club on the facilities. Thanks went to the former cricket club committee as well as to the District Committee.

Batley Cricket Club, along with several organisations was also involved in a big event, Communities United, coming up on 27th March, all were welcomed to attend.

Batley Foodbank – The District Committee grant enabled the organisation to purchase a freezer. This enabled the foodbank to take up an offer from a hotel chain, of frozen ready meals. The frozen items in addition to tinned and dried foods, offer a better choice particularly for children.

The Chair thanked all the representatives for attending and sharing their updates and acknowledged that the projects outlined were just a snapshot. There were other equally fabulous projects going on across the district.

11 Dates of future meetings

Dates were to be determined and published in the new Municipal year.

12 Networking

Councillors, community organisations and members of the public were invited to enjoy networking time to find out more about the projects outlined earlier and other activities and events going on across the district. Information leaflets were available as well as a demonstration of some of the sports kit available for community groups to hire through 'Comoodle', for use for fetes and events.

KIRKLEES COUNCIL

DISTRICT COMMITTEE - BATLEY AND SPEN

Tuesday 19th July 2016

Present: Councillor Gwen Lowe (Chair)
Councillors. F Fadia, M Grainger-Mead, D Hall,
V Kendrick, R Light, M O'Neill, S Pandor, A Pinnock and
D Sheard

Apologies: M Akhtar, L Holmes, J Lawson, A Palfreeman, K Pinnock,
E Smaje and A Stubbley

In attendance: Approximately 25 members of the public

1 Welcomes and Introductions

The Chair welcomed everyone to the meeting and Councillors introduced themselves.

2 Minute's Silence in Memory of Batley and Spen MP Jo Cox

The Chair paid tribute to Jo Cox and a minute's silence was held.

3 Minutes of previous meeting

RESOLVED – That the Minutes of the Committee meeting held on 15 March 2016 were approved.

4 Interests

No interests were declared.

5 Admission of the public

All items were considered in public.

6 Deputations / Petitions

None were received.

7 Public Question Time

Questions were received and Councillors responded:

Could there be a room at Batley Town Hall named after Jo Cox? It was also suggested that Batley Resource Centre might be renamed and that the new tea room at Batley Railway Station be named after Jo Cox. The family were to be consulted on any suggestions.

Is Batley Resource Centre a public building?

It is not a public building. Batley Resource Centre leases the building. A representative undertook to look into the use of toilets there.

Is the Council involved in a supermarket closure?

Councillors advised not.

8 District Committee Arrangements 2016/2017

The Chair outlined the context in which the district committee is working including; reduced finances, the priorities for Council expenditure, safeguarding vulnerable citizens, and the need for communities to do more for each other. The Chair commended the active local community groups in the district. The working arrangements for the District Committee and the grant scheme 2016/2017 were approved in line with the report.

9 Comoodle

The Committee received a presentation from Duggs Carre on the Comoodle project which connects people and enables sharing of equipment, space and skills. Comoodle is about people and making things happen in communities. The project was funded by Bloomberg and has been going for a year. Early successes that were highlighted included the loaning of sports equipment, use of Council vans, and insurance for community groups. Through Comoodle, residents are invited to connect, seek or offer equipment, space, or skills. Residents were invited to join a focus group, become a user/tester, and become a story teller supporting the project via social media. A question and answer session followed which highlighted:

- (a) That equipment was available on loan to community groups who wanted to do clear-ups. The Council might be able to offer help in collecting waste.
- (b) Loaning equipment was a balance of risk and that issues including insurance were being worked through.
- (c) Professional skills are often needed e.g. legal or finance and ways of securing volunteer time from professionals willing to help is being explored.

Mr Carre was thanked for the presentation.

10 Better Future for the Blind

Chris Stephen from Better Future for the Blind described how socially isolated people were supported and encouraged to meet up to support each other. Better Future for the Blind offered a befriending service and supported various groups. There were volunteers who were also blind. There were many younger people who were socially isolated in need of the type of support now offered. Current groups enabled people to get out and about, meet other people and share experiences. Better Future for the Blind planned to develop groups in Batley and Spen. Venues were being explored. Volunteers were trained up to ensure sustainability as more groups developed. Anybody who needed the service or who could suggest /offer a venue should get in touch.

Councillor A Pinnock undertook to contact a resident who had raised streetscene issues.

Chris was thanked for the presentation.

11 Dementia Friendly Communities

A presentation was received from Elaine Bostock from Kirklees Dementia Action Alliance, updating the committee on initiatives to support Dementia friendly communities. Some of these included training Dementia Friends, intergenerational activity, work with schools, bus companies, police, ambulance, fire service, churches, businesses and high street shops.

The alliance has grown to 200 members and is a leading alliance in Yorkshire and Humberside. The presentation confirmed that First Buses and Arriva were signed up and that sessions had been delivered to emergency services. A Dementia Friendly High Street Pack had been launched to support staff. The Herbert Protocol had also been launched. That protocol encouraged putting together useful information which could be of help should the person with Dementia go missing. A question and answer session followed which touched on the need to engage with people with memory loss, that other conditions could cause Dementia like symptoms and the importance of raising awareness and understanding in young people who can often experience Dementia in older relatives and be affected by the lack of recognition or aggression due to the condition.

Elaine was thanked for the presentation.

12 District Committee Budget Report

An overview of the district committee budget was given and fast track commissions discretionary grants and underspends to return to the district committee budget were noted:

- (i) Fast Track Commission – Civic Celebration of the Queens 90th Birthday – £250 – approved on 13/04/2016
- (ii) Discretionary Grant - Howden Clough TRA – to purchase a chest freezer for a Real Junk Food Project at the Chatterbox Centre - £230 approved on 29/06/2016

Underspends to be returned to District Committee Revenue Budget

£182.80 underspend – Neighbourhood Employment and Learning Initiative – Batley East and Batley West (£5,000 revenue approved 05/03/2013)

Underspends to be returned to District Committee Capital Budget

£790 underspend – Spen Valley Digital Microfilm Scanner, Cleckheaton Library – Spen Valley (£5,300.00 capital approved 19/03/2015)

£22,000 underspend – Birstall and Birkenshaw Pedestrian Safety Measures – Birstall and Birkenshaw (£27,654.00 capital approved 05/03/2013)

RESOLVED:

- (iii) £12,660 (£2,110 per ward) Revenue was approved - You and Your Community Events Programme.

13

Dates of Future Meetings 2016-2017

Future dates were agreed as highlighted on the agenda.

KIRKLEES COUNCIL

DISTRICT COMMITTEE - DEWSBURY AND MIRFIELD

Tuesday 1st March 2016

Present: Councillor Darren O'Donovan (Chair)

Councillors M Ahmed, M Bolt, N Dad, E Firth, M Hussain,
P Kane, V Lees-Hamilton, A Patel, K Rowling and C Scott

Apologies: K Taylor

In attendance: 25 people attended

1 Welcomes and Introductions

The Chair welcomed everyone to the meeting and the councillors introduced themselves. The Chair advised that he had received a request from Mr Shaun Maddox to film the meeting, and he had agreed to that request. Mr Maddox would make the recording from the designated recording seat. The Council Constitution permits recordings to be made at all meetings of the authority which are open to the public. The Council also takes a sound recording of the meeting.

2 Minutes of previous meeting

The minutes of the meeting of the Committee held on 19 January 2016 were approved as a correct record.

3 Interests

No interests were declared.

4 Admission of the public

Agreed – That all items be considered in public session.

5 Deputations / Petitions

Mr Shaun Maddox advised he had the following deputations to bring to the meeting:

- i. The land at Forge Lane Thornhill Lees has constantly been used to tip rubbish on and it is not secure under the Health and Safety Act 1974. Could the council take action against the land owners?
- ii. The building at 16 Partridge Crescent is deteriorating at an alarming rate due to the lack of maintenance. The leaseholder signed a contract to maintain the

building and was given a three year free rent period in order to achieve this. As this hasn't been addressed and the maintenance not taken place, could the lease be revoked and the building demolished as it has been an eyesore for many years?

- iii. A council bungalow at 43 Valley Drive is visibly being used as a waste recycling centre and this was reported to the head of Kirklees Neighbourhood Housing (KNH) Simon Rogers and Estate Manager Philip Thornton almost 2 years ago. The community would like to ask that someone independent of KNH monitor the property for the next 12 months and any breaches of the tenancy agreement are dealt with straight away instead of letting it get out of control.
- iv. Could Councillors in Dewsbury and Mirfield make more effort to attend the Dewsbury and Mirfield District Committee meetings?
- v. Could parking areas be provided on Smithy Parade and Partridge Crescent in Thornhill? Many residents are parking their vehicles on grass verges in front of their properties as they feel their vehicles are more secure, the closer parked to their house. The estate was designed in the 1950s when vehicle ownership was at a low and the miners who moved in walked to the local collieries.

This is not only causing community cohesion issues, it is leaving grass verges in a shocking state. Also parking issues on the estate as a whole are creating neighbour disputes.

The Chair thanked Mr Maddox, and advised he would forward the deputations to the appropriate Assistant Directors for investigation and response.

6 Emotional Health and Wellbeing / Mental Health

Nicky Hoyle, Consultant in Public Health and Rebecca Elliott, Advanced Health Improvement Practitioner gave an informative presentation on emotional health and wellbeing and mental health. The aim was to support a shared understanding of definitions of mental health and wellbeing, as well as the extent of the problem in Dewsbury and Mirfield. There would be consideration of what approaches could be taken in response, to try and prevent mental ill health as well as what works, current provision and identification of gaps.

Nicky highlighted some statistics, including that one in four of us would suffer some sort of mental health issues in any year. People with physical problems are more likely to develop mental health problems as a result of trying to cope with their physical problems. Early intervention and prevention with children is key. Suicide is the biggest cause of death in men aged 20-45 in the UK. In Kirklees men age 40-49 have the highest suicide numbers.

The Kirklees Children and Young People Survey 2014 showed that females had lower wellbeing scores than males. Young people in areas with higher levels of deprivation had more resilience than young people in other areas. In the Current Living in Kirklees Survey, having someone to rely on in a crisis was seen as

important and having someone you can trust to help you, were seen as most important in Dewsbury and Mirfield. Depression and anxiety figures are higher in Dewsbury than Mirfield.

Rebecca set out the three stages to tackling mental health problems in public health; mental health promotion to support people keeping physically and mentally healthy; mental illness and suicide prevention; and top tier is improving lives, about recovery and inclusion. She explained some of the tools used such as the five ways to wellbeing framework. There followed a discussion between people sitting next to each other, about what each do already to follow this. The rainbow model of health was explained; how to look at the person as a whole, both physical and mental health needs, as well as the healthy foundations tool. Rebecca gave an outline of relevant local services.

There followed a range of questions from councillors, and the Chair advised this was an initial discussion on the issue, and would be revisited at a future District Committee meeting.

7 Creative Scene

Nancy Barrett, the Director of Creative Scene explained the Creative Scene programme is action research based, and about finding ways of doing things differently. The overall aim is to support more people to create and experience great art where they live, through collaborating with professional artists. It is not a community arts project, and does not give out grants.

The programme has been running for eighteen months, and Nancy has found the area's cultural assets great with an inspiring heritage and geography. The programme is managed by a consortium of the Lawrence Batley theatre, the Creative Economy Team in the Council, and Batley Festival.

Nancy showed pictures of the different projects in action; Scenemakers, Artists @ Work, Art activity promotion, beach hut creations at Dewsbury Market, and theatre productions in pubs, work to support the involvement of local young people, and organisation and delivery of a range of local events. The programme has funding until 2017, and they are about to bid for funding until 2020; overall there is a ten year long vision.

There followed a number of questions and suggestions for future activities from Councillors, and a request that the programme work more with Councillors to get their help to reach even more widely into local communities.

8 Committee Budget Report

The devolved budget balances were highlighted, and the Committee considered applications for funding and budget expenditure was approved as follows:

- (i) £15,000 New Homes Bonus funding to pay for patching and potholing works at Princess Lane, Chickenley.
- (ii) £23,000 New Homes Bonus funding to pay for a new section of pavement surfaced with additional guardrail near the entrance to Diamond Wood

Academy, and additional road safety signage outside Ravensthorpe Junior School and Fir Parade.

Councillor Bolt asked that there be an amendment to the recommendation in the report, that Mirfield be allocated an equal amount of money for Mirfield schools to alleviate travel issues. The Chair advised there would need to be additional discussions with officers on this, with a potential report to the Committee in the next year. He advised a specific application and report would need to be considered to enable a decision to be taken. The Chair took a vote, and all supported the recommendation in the report circulated, apart from abstentions from Councillors Bolt and Lees–Hamilton.

- (iii) £1,200 revenue grant to Electronic Village Limited towards the costs of upgrading the organisation's server and computer network.

9 Public Question Time

The following questions were asked and Councillors responded:

- (i) Was it true that the Council had reduced the grant to Electronic Village Ltd, and increased its rent? Councillor Kane explained the grant funding would act as match funding to a lottery bid from the organisation.
- (ii) What had happened after the three days of resurfacing on Sugar Lane, that the water mains then burst, and this took the water board ten days to repair? Councillor Kane advised this had been bad luck and Highways were keeping a close eye on the situation.
- (iii) Paula Sheriff had flagged up the scale of cuts from central government being greater for authorities with higher levels of deprivation. Could this be challenged? Councillor Firth responded that it is being.
- (iv) What is being done to address the eyesore that is the building on entrance to Earlsheaton junction/Wakefield Road? Councillor Kane advised a compulsory purchase order has been placed on the building.
- (v) Why are there no 'matters arising' from the Minutes on the agenda? The Chair advised this would be considered as part of a wider consideration by the councillors of what is included on future agendas.

Councillor Ahmed thanked Councillor Abdul Patel for his work on the Committee and as a councillor. He is not standing for re – election in May 2016.

10 Dates of future meetings

The future Committee meeting dates will be set at the start of 2016-17 municipal year.

KIRKLEES COUNCIL

DISTRICT COMMITTEE - DEWSBURY AND MIRFIELD

Thursday 30th June 2016

Present: Councillor Nosheen Dad (Chair)
Councillors D O'Donovan, M Ahmed, E Firth, M Hussain,
P Kane, V Lees-Hamilton, C Scott, K Taylor, G Asif and
M Pervaiz

Apologies: M Bolt

In attendance: Approximately 10 members of the public were in
attendance

1 Welcomes and Introductions

The Chair welcomed everyone to the meeting and the Councillors introduced themselves. Apologies have been received from Councillor Martyn Bolt.

She advised the meeting is a formal committee meeting of the Council. Members of the public are welcome but if they wish to speak could they please raise their hands. Only Councillors would be able to vote on decisions.

There would be public question time at the end of the agenda for any questions from members of the public.

Deputations and Petitions had been moved towards the end of the agenda, at item number nine, and that would be the case for future meetings this year.

2 Minute's Silence in Memory of Batley and Spen MP Jo Cox

The Chair asked everyone at the meeting to join her in a minute's silence as a mark of respect for the late Jo Cox MP for Batley and Spen.

3 Minutes of previous meeting

RESOLVED – That the Minutes of the meeting of the Committee held on 01 March 2016 were approved as an accurate record.

4 Interests

No interests were declared.

5 Admission of the public

Agreed that all items would be held in public session.

6 Update on the North Kirklees Growth Zone

The Chair advised that in December 2015 Stephen Jagger and Andrew Jackson gave a presentation introducing the North Kirklees Housing and Enterprise Zone. They were asked to return to provide an update once some progress had been made. Stephen Jagger thanked the Committee for inviting them back and hoped they would return regularly over the course of the next few years. He emphasised that this is a long term plan to support growth for the area.

Under new funding regimes there has been a reduction in the funding available to local authorities, and money local authorities and partners try to get from elsewhere has vastly reduced as well. Grants have basically gone. There has been a move towards a loan that you have to pay back with interest.

The Growth Zone aims to get on the national agenda as part of the Northern Powerhouse concept. This is not just a Council scheme, but is reliant on partnerships. There has been much work in getting partners on board and building their confidence in the scheme. There is a need to make the scheme as attractive as possible for them to work in this area. There is a lot of potential to get private sector investment and there is a potential for net gain to the economy of £2.2 billion over a twenty five year period.

It will be a sustainable plan that delivers, but quick wins and successes all the way through are also needed. The aim is to develop major employment opportunities linked to housing growth. As the Local Plan is adopted, large scale growth is also about training for younger people, apprenticeships and supply chain development. The more money that can go into people's pockets the better, as they spend locally and it starts recycling. New employers will be brought in and existing employers supported to grow. That means new employment sites, including the new site at Chidswell with the potential for 2,500 new jobs.

Good transport schemes are also needed, rail, road and pedestrian. The urban centres in the area need to thrive. A different type of trading environment is needed to reflect the different way people are spending money.

Progress has started. A lot of funding now comes through Leeds City Region and the Local Enterprise Partnership. In April 2016, it was recommended this Growth Zone becomes a strategic priority regionally and that has been agreed. The Homes and Communities Agency are now working proactively with us, looking how they can help bring investment into the area from their programmes. The private sector is working really closely with the Council now. Over the next twelve to twenty four months progress should accelerate.

Andy Jackson provided an update on the Townscape Heritage Initiative. It is a driver for the regeneration of the Northgate area of the town centre. The proposed scheme on Corporation Street is due to start in two weeks' time. Northgate House is due to start in August and talks are happening with other property owners in the Northgate area. Two weeks ago he ran virtual merchandising sessions to help people understand how to increase their 'capture rate' of customers.

Command Authority and the Local Enterprise Partnership have approved the funding envelope for Pioneer House and for the Dewsbury Learning Village. There are still many discussions and approvals needed however.

The proposal is that Kirklees College will relocate from their current site to a Learning Village on the former Safeway site and to Pioneer House, taking the Adult Learning and Graduates. It's an opportunity for the town centre to have increased footfall. The plans Andy showed, he advised are subject to detailed design. Access would be from Halifax Road and the rear of Pioneer House. The shop front details are yet to be designed. The former Safeway site intended contemporary design was shown.

Pioneer House has a target opening in 2018, and the Learning Village in late 2017. The numbers of students will be significant. It will increase footfall and dwell time in the town centre.

Councillor Hussain asked about the shop front improvements and how these would happen. Andy advised they have identified a number of critical buildings and they hope there will be take up. A good number of people are interested, but the grant is not 100%.

Councillor O'Donovan offered thanks to the Councillors and Officers that had been involved in hard work over a long time to help this happen.

Councillor Kane emphasised it is good news. He advised the businesses outside the town centre, in the business parks are doing really well, but there is no guarantee new jobs would come to Dewsbury. Stephen Jagger advised they would work hard with business and skills, to up skill local people over the longer term. He had worked in another part of Yorkshire with unemployment rates at 50%, and this had been brought down to 7 or 8% and 80% of people working with new employers were local. It is a long term process.

Councillor Ahmed asked about the loan aspect, and Stephen Jagger advised there are no very big loans at this stage. Councillor Scott asked how skills required would be married into the proposals. She asked how the zone would be marketed to make it attractive to investors. Stephen advised there were discussions with surrounding authorities and much of the marketing would come through the private sector. There would have to be a big coalition of partners.

Councillor Asif asked about parking in the town. The market area parking is not close enough. He also asked about the courses the college would be delivering, and that they would take account of work skills needed now and in the future. Andy advised the college are looking carefully at the skills needed now and in the future. Andy and Stephen would come back to members to discuss issues for the town centre such as parking.

There were a number of questions from the public including what steps had been taken to attract new retailers for empty units in the town. Andy Jackson advised that retailers are attracted by increased footfall, and the numbers of students would help address this, and with more retailers, more people in general would start to come to the town centre.

Stephen Jagger talked about looking to new uses for the empty buildings such as more niche, leisure and commercial, and housing.

RESOLVED: - That Stephen Jagger and Andy Jackson be thanked for their update.

7 Dewsbury and Mirfield District Committee Arrangements 2016-2017

The Chair advised the District Committees would play a large role in supporting the move to New Council locally, and the how the Council would work with local communities on this.

Jackie Ingham summarised the report that had been distributed about the Committee arrangements for 2016-17, including a revamp of its Plan of Place, and its priorities for the year; Early Intervention and Prevention and Economic Resilience, Health and Wellbeing and Social Action. The Committee's grant scheme would have these as the criteria for applications for funding. There would be five meetings in public in the year and the schedule of meetings would go out to the Committee contact list.

RESOLVED:- That the proposed arrangements for the Dewsbury and Mirfield District Committee in 2016-17 be approved.

8 Devolved Committee Budgets

The devolved budget balances were highlighted.

The following discretionary grants and returns to budget were noted:

- A discretionary grant of £500 revenue to the Eightlands and Ashworth Hobbies and Crafts Club to pay for venue hire for the next year.
- An underspend of £8,500 revenue to be returned to the District Committee devolved revenue budget in relation to the Dewsbury Business Rate Relief Scheme, approved by Dewsbury Area Committee on 10th December 2013.
- Underspend of £3,000 capital to be returned to the District Committee capital budget in relation to the Streetscene Apprenticeship Programme, approved by the Dewsbury Area Committee on 26th March 2013.

District Committee - Dewsbury and Mirfield - 30 June 2016

The Committee considered applications for funding and **RESOLVED** that budget expenditure be approved as follows:

- (i) £1,300 revenue to the Dewsbury Amateur Swimming Club towards the costs of venue hire, hoodies and flyers.
- (ii) £4,560 revenue to the Learning Community Interest Company towards the costs of delivering two homework clubs in two schools in Dewsbury West ward; Westmoor Primary School and Boothroyd Academy.
- (iii) £1,830 revenue to Ravensthorpe Community Centre towards the costs of running the 'Leaders and Readers' Programme.
- (iv) £2,250 revenue to Sports, Education and Training 3 in Communities towards delivery of a six week programme of sporting activities in Westborough.
- (v) £4,000 revenue to run a 'You and Your Community' participatory budgeting event for Dewsbury South ward.
- (vi) £14,000 New Homes Bonus to pay for mental health first aid training for community mental health champions across the four wards in the District.
- (vii) To defer the decision on the application from the New Friends of Dewsbury Cemetery for funding towards the installation of a war memorial in Dewsbury Cemetery.
- (viii) £3,000 revenue to the Dewsbury Sacrifices Group towards the costs of a year's rental for their research base.
- (ix) £1,000 revenue to pay for the production and distribution of Heroes Welcome promotional leaflets and posters, plus a promotional banner, for distribution and use across the District.
- (x) £2,200 capital to pay for the replacement and installation of 10 new litter bins in the Market Place, Dewsbury.
- (xi) £3,000 revenue to the 20:20 Foundation towards the costs of delivering and educational and recreational programme for young people.

9 Deputations / Petitions

The Committee received two deputations from Bruce Bird:

- (i) Seeking support from the Councillors for the work of the Dewsbury Real Junk Food Company.
- (ii) Asking the Council to identify appropriate Council Officers to develop a working relationship in relation to a number of aspects of the development work of the Dewsbury Partnership; Planning, IT, Community data, Events, and other areas that might arise. He invited the elected members to get involved in the working groups of the Partnership.

Councillor O'Donovan asked Bruce to reconfigure the third paragraph on the front page of the Partnership leaflet Brice had distributed.

RESOLVED: - That Bruce be thanked for making his deputation, and that it be passed to the Assistant Director, Regeneration and Investment for consideration and response.

10 Public Question Time

The following questions were asked and Councillors responded:

A member of the public advised he had read that twenty per cent of local councillors were in arrears with their Council Tax, and as elected members they should be setting an example if twenty per cent of the community were in arrears, services would suffer.

The same member of the public wanted to raise his concerns he said he had raised eighteen months ago, about the footpath running alongside Earlsheaton Academy School running down to Lincoln Road. It was being used as a dog toilet. Irresponsible dog walkers continue to ignore the notices, but the notices are eight feet above the ground and about three inches by ten inches, so hardly visible. Could there be larger notices placed on the school fence highlighting the potential penalty of £1,000, or widening the tarmac path to the wall, so eradicating the shrubbed area being used as a toilet, or indeed using CCTV for a short period of time. 1,000 students use the path daily and this is a real health hazard. Plastic bag dispensers went up, but were vandalised.

Councillor Kane advised the area had been cleared on various occasions, and people need to take some responsibility. The Council has lost £190 million from its budget. There is a cost to changing the signs. He advised he was one of the Councillors on the arrears list but he changed his payments to direct debits to make sure this did not happen again. He cleared the small amount owing as soon as he received the letter. Councillor Firth advised he had paid by standing order, and as soon as he realised these were no longer accepted, he changed it to direct debit payments.

Kumon Y'All are putting on their gala on 16th July. Could everyone try and go along to support them.

On the last Minutes, item 4 had been the derelict building on which Councillor Kane advised a compulsory purchase order had been placed. Where were The Council up to with this, as it caught fire four weeks ago. Councillor Kane advised a demolition order had been placed on the building now.

11 Dates of future meetings

The dates and times are:

Thursday 6th October 2016, Dewsbury Minster 7 – 9pm

Tuesday 29th November 2016, Dewsbury Town Hall 7 – 9pm

Thursday 23rd February 2017, Mirfield Venue, 7 – 9pm

Tuesday 11th April 2017, Dewsbury Town Hall 7 – 9pm

KIRKLEES COUNCIL

DISTRICT COMMITTEE - HUDDERSFIELD

Tuesday 22nd March 2016

Present: Councillor Naheed Mather (Chair)
Councillors K Allison, C Burke, J Calvert, A Cooper,
J Hughes, M Khan, P McBride, C Pattison, P Scott,
M Sokhal, S Ullah, L Wilkinson and G Wilson

Apologies: M Hemingway, A U Pinnock, K Smith, J Stewart-Turner
and M Walton

In attendance:

1 Welcomes and Introductions

The Chair welcomed everyone and introduced members of the Committee to the public.

The Committee agreed to accept a late urgent item from Investment and Regeneration Service for consideration of the Feed in Tariff from the Solar Panels fitted at Stirley Farm. The report was considered under item 8 – devolved budget report.

2 Minutes of previous meeting

RESOLVED – That the minutes of the meeting of the Committee held on 2 February 2016 were approved as a correct record.

3 Interests

Councillor Scott declared an other interest in Agenda item 8, Committee Budget Report, grant application from Kirkburton Parish Council for the reason he is a Parish Councillor on Kirkburton Parish Council and left the meeting during consideration of the item.

4 Admission of the public

RESOLVED – That all items be considered in public session.

5 Deputations / Petitions

There were no deputations or petitions.

6 Young People's Summit

Michelle Ross and Isaac Barnett, on behalf of the Youth Council provided feedback from the Young People's Summit held on the 24 November 2015. Michelle explained that the District Youth Summit's key aims were:

District Committee - Huddersfield - 22 March 2016

- To bring young people and ward councillors together to talk about their local communities;
- For councillors to leave the event with a better understanding of young people's issues and;
- To encourage councillors and young people to select some of the young people's ideas to consider turning them into workable projects.

Four key themes were highlighted which young people valued, these were:

- Parks and open spaces
- Shops
- Leisure facilities – eg sports centre
- Community spirit

Four key issues were raised which the young people felt needed further action, these were:

- Environment – litter, dog dirt
- Transport – access
- Anti-social behaviour
- Leisure facilities – promoting more clearly to young people what's on and when

A number of questions were raised about the summit results and how young people would want to engage further with local councillors (in and outside of school setting).

RESOLVED – That the Huddersfield Youth Councillors and the District Committee would continue to work together to better understand the issues raised by young people in the district and identify joint opportunities to help tackle them.

7

Huddersfield University Student's Union

Lydia Blundell from the Huddersfield University Students Union provided an update for the Committee on the student unions top priorities. Lydia explained that the Student's Union is an established charity with charitable aims which represent the voice of the students. She emphasised that the organisation supports over 20,000 students aged between 18-80 with over 60% either owning their own homes, renting or living with parents locally.

Lydia explained that the top priorities for the students relate to:

- Finances
- Transport – eg accessing public transport and availability of affordable local car parking
- Housing
- Health care
- Employment
- Leisure facilities throughout the day and evening
- Personal safety
- Mental health

A number of questions were raised particularly linked to housing. Lydia agreed to share the National Student Housing Survey data which has just been completed.

RESOLVED – That the Student Union representatives and the District Committee Members agreed to identify opportunities to work more closely to together to better understand what matters to Huddersfield students.

8 Committee Budget Report

The Committee budget balances were noted and applications for funding were considered:

Councillor Scott declared an other interest in the grant application from Kirkburton Parish Council for the reason he is a Parish Councillor on Kirkburton Parish Council and left the meeting during consideration of the item.

The Committee noted the following:

Lindley Ward - Discretionary Grant of £500 revenue to Salendine Nook TRA to purchase equipment to enable the community to access the free wifi facilities Kirklees Neighbourhood Housing have installed in the community building.

Dalton Ward – Discretionary Grant of £75 revenue to Moldgreen 20-40 Group to produce 1000 leaflets which advertise Friends of Tolson local events.

All 7 Wards - £250 revenue fast track commission to the Mayors Office for a contribution towards a public celebration event for Her Majesty the Queens 90th Birthday planned in Huddersfield and Dewsbury on 10th June.

Return to Budget – following a financial monitoring exercise capital funding will be returned to the Huddersfield District Committee Budget of £33,431.15.

RESOLVED – That the following projects not be funded:

- (1) £232 – grant – Almondbury Ward – Kirkburton Parish Council – contribution towards the hanging baskets for the Lepton Village given the recent price increases from £40 per basket to £60 per basket.
- (2) £4,560 – revenue – Almondbury, Crosland Moor and Netherton, Lindley Wards – for the provision of village florals / hanging baskets for 2016

The majority of Committee members present voted against funding florals with District Committee monies.

RESOLVED – That the following projects be funded:

- (1) £6,015 grant – Dalton Ward – DRAM Community Football Club to help enhance their existing sporting facilities by improving the football and rugby pitch at the DRAM Centre.

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- (2) £3,500 grant – Newsome Ward – Worth Unlimited to help deliver a number of children, young people and family activities in the Lowerhouses area.
- (3) £2,000 revenue – Newsome Ward – towards improvements to a planting scheme at Water Street, Lockwood.
- (4) £1,463 revenue – Newsome Ward – towards a resurfacing public footpath scheme between Salford and Close Hill.
- (5) £6,000 revenue - Newsome and Crosland Moor & Netherton Wards – towards the development of a natural play space at Rashcliffe Hill Road Recreation Ground.
- (6) £2,500 revenue – Lindley Ward – funding to continue provision of a police and community room at Salendine Nook Shopping Centre.
- (7) £31,537 capital – Newsome Ward - towards a resurfacing public footpath scheme between Salford and Close Hill.
- (8) £30,500 capital – Newsome Ward – for a traffic calming scheme on Jackroyd Lane and High Lane.
- (9) Late Urgent Item – Newsome Ward – Feed In Tariff Income from the Solar Panels fitted at Stirley Farm from New Homes Bonus monies – **RESOLVED** - That an up-front discounted lump sum, as detailed in the report be transferred from the Council to Newsome Ward Community Forum. The Council will require the Forum to enter into a grant award agreement that requires the organisation to provide monitoring information against terms and conditions including grant award expenditure.
- (10) £6,000 New Homes Bonus – towards the development and delivery of a number of walking, running and cycling events in the summer across Huddersfield followed by a festival in September. A number of questions were raised by Councillors on how the events will target local people from the district particularly sedentary residents living on low incomes and how local activities in neighbourhoods will be enhanced to take into account what is already taking place across the wards. The Officer responded and agreed to regularly report back on developments to ensure Members are kept informed at each stage.

- (11) £100,000 – New Homes Bonus – towards a pilot scheme ‘sponsor an apprenticeship’ which will support up to 14 young people over a 2 year period (2016/18) going into level 2 apprenticeship opportunities with up to 6 young people (minimum) entering level 4 opportunities. A number of questions were raised by Councillors about how employers and local people will be engaged, how the pilot will add value to existing provision and how financial support to small to medium size companies will be managed to ensure activity is not displaced. The Officer responded and agreed to report back on key developments with apprenticeships envisaged to start in September 2016.

9 Public Question Time

One question was asked by a member of the public:

Concerns were raised over the recent Huddersfield Examiner press article stating that Tolson Museum is going to be closed by the Council due to the amount of investment needed to renovate it. Can the Council reconsider this decision given its part of our local heritage and is a well used and valued building in the local community.

The Chair, Councillor Mather and Cabinet Member, Councillor McBride responded by acknowledging the residents’ concerns and stated that the Council has not yet made a decision and a range of options are currently being explored along with relevant risk assessments, it is expected that the council will aim to make a decision on its future sometime in the summer.

10 Dates of future meetings

Dates of future 2016/17 meetings have yet to be determined.

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KIRKLEES COUNCIL

DISTRICT COMMITTEE - HUDDERSFIELD

Tuesday 12th July 2016

Present: Councillor Sheikh Ullah (Chair)
Councillors N Mather, C Burke, R Eastwood, E Hill,
J Homewood, M Kaushik, M Khan, P McBride, B McGuin,
C Pattison, M Sokhal, J Stewart-Turner, L Wilkinson and
G Wilson

Apologies: K Allison, J Calvert, A Cooper, J Hughes and M Sarwar

In attendance: 30+ Members of the public were in attendance.

1 Welcomes and Introductions

The Chair welcomed everyone and introduced members of the Committee to the public.

2 Minutes of previous meeting

RESOLVED – That the minutes of the meeting of the Committee held on 22 March 2016 were approved as a correct record.

3 Interests

Councillor McGuin declared an other interest in Agenda item 6 for the reason he is also an elected Parish Councillor on Kirkburton Parish Council.

4 Admission of the public

RESOLVED – That all items be considered in public session.

5 Deputations / Petitions

The Committee received a deputation from Ann Denham, Friends of Tolson and Ravensknowle in response to the 'Culture Kirklees' document. The Chair thanked Ann Denham for making her deputation and advised that it would be passed onto the Head of Active and Creative Communities and she would receive a written response from the Senior Officer.

6 Huddersfield District Committee Working Arrangements for 2016-17

The Chair presented the working arrangements report to the Committee a question and answer session then followed with Members and the public.

Councillor McGuin, on behalf of the Kirkburton Parish Council asked why the District Committee was not inviting co-optees and Parish Council reps onto the Committee. The Chair responded by saying the Committee is large enough as it covers 7 wards and has 21 Elected Members on it. The Parish Council reps were invited to attend all future public meetings to join in discussions. The Committee Members also agreed that given the Kirkburton Parish Council covers only a small part of the District having additional co-optees was not necessary and Councillor McGuin as a Parish Councillor could also feedback relevant issues.

Councillor Stewart-Turner asked that we make it clearer to community groups that approaching the District Committee for a grant should be after they have exhausted all other funding streams. She also asked that the criteria emphasises more clearly that any activity delivered should benefit the majority of people living in the relevant ward/district committee area.

A member of the public asked if there was a ceiling amount being placed on the grants. The Chair responded by saying no ceiling was necessary and it would be at the discretion of the Members when considering each application seeking funding from the Committee.

Members of the public also raised a number of concerns about the current cuts being made to local services, lack of progress being made around devolution and Member engagement with local residents. Councillor McBride and the Chair, Councillor Ullah responded to the individuals and acknowledged their concerns but stressed the national landscape is having a profound effect on Local Authorities given central government budgets have significantly reduced over the years (and will continue to do so). This has meant Kirklees Council has had to adapt and refocus its relationship with local communities as it can not continue to provide all the services it used to.

RESOLVED - Following a presentation of the report by the Chair, Councillor Ullah it was agreed to adopt the working arrangements along with the grant scheme and criteria for Huddersfield District Committee in the municipal year of 2016-17.

7 Tackling Poverty in Huddersfield

The Committee received an informative presentation from Nicky Hoyle – Consultant in Public Health on the refreshed Kirklees Tackling Poverty Strategy. Table discussions were then held on what more the District committee could do to support communities and local employers to address poverty and low pay across the district. A summary of the comments received related to:

- Improving resident access to free public wifi and IT equipment to support people with benefits, applying for jobs, accessing services.
- More apprenticeship opportunities created particularly in skill shortage areas.
- More local initiatives that don't stigmatise individuals and families by having open access so no one group is singled out as needing help for example look at assets across the district for example kitchens, have more social, growing and cooking activities rather than focus interventions on feeding people (ie via food banks).

- Remove red tape for volunteers, which is barrier for many local people getting involved staying involved and doing more for their local communities.
- More awareness raising – using local press and neighbourhood/village notice boards, social media, networking events to promote what is going on and how people can get involved.
- Support neighbours to deliver one off or regular community activities rather focus being on setting up of formal, bigger groups when smaller amounts of funding are needed.
- Support employers to help lower income workers to access relevant benefits eg topping up tax credits.
- Develop financial awareness / life skills courses/resources in schools

RESOLVED – The Chair agreed to feed in the comments to the Financial Inclusion Steering Groups Tackling Poverty Conference on the 14 July 2016 and follow up discussions with Members of the District Committee, Senior Council Officers and relevant Partners to identify joint opportunities to help tackle poverty across the district via the District Committee.

8 Committee Budget Report

The District Committee budget balances were noted and applications for funding were considered. The Committee noted the following:

- **Fast tracks of:**
 - £100 revenue for the Community Networking Partnership – Crosland Moor and Netherton Ward
 - VAT costs of £930 revenue for an existing CCTV contract – Greenhead Ward.
- **Discretionary grants of:**
 - £500 revenue grant – Lindley Ward – Community Street Party on 24 June – Lindley Community Group
 - £500 revenue grant – Lindley Ward – Community Garden Party on 18 June – FOCAL
 - £500 revenue grant – Lindley Ward – IT equipment – Fern Lea TRA
 - £500 revenue grant – Crosland Moor and Netherton Ward – ESOL classes for local residents – Thornton Lodge Action Group
- Following a thorough financial monitoring exercise underspends to be returned to the District Committee budget include:
 - Newsome Ward - £26,000 capital
 - Lindley Ward - £1,500 capital
 - Lindley Ward - £75.50 revenue
 - Almondbury Ward - £6,900 revenue

RESOLVED – That the following projects be funded:

1. Lindley Ward – New Footpath to connect Brecon Avenue and Blackthorne Drive - £4,875 capital

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2. Lindley Ward – Festive Lighting Improvements in the Village of Lindley - £950 revenue
3. Crosland Moor and Netherton Ward – Woodfield Park Allotment Site Fencing - £4,950 revenue

9 Public Question Time

One question was asked by a member of the public:

Can the Committee provide roaming MICs at public meetings to assist those with hearing problems?

The Chair responded by saying this would be addressed for future public meetings.

10 Dates of future meetings

Dates of future meetings were noted as below:

Tuesday, 27 September 2016 – 7pm – Huddersfield Town Hall

Tuesday, 6 December 2016 – 7pm – Huddersfield Town Hall

Tuesday, 14 February 2017 – 7pm – Huddersfield Town Hall

Tuesday, 21 March 2017 – 7pm – Huddersfield Town Hall

Dates may be subject to change. Please check the Kirklees Council Website, Huddersfield District Committee on Facebook, or local press for updates.

KIRKLEES COUNCIL

DISTRICT COMMITTEE - KIRKLEES RURAL

Thursday 24th March 2016

Present: Councillor Edgar Holroyd-Doveton (Chair)
Councillors B Armer, D Bellamy, R Barraclough, J Dodds, D Firth,
C Iredale, N Patrick, H Richards, G Turner, N Turner, M Watson and
Franks

Co-optees: Franks

Parish Council Representatives:

Apologies: C Greaves, T Lyons, A Marchington, D Ridgway, J Taylor and
Margetts (Co-Optee)

In attendance: Approximately 25 members of public

1 Welcomes and Introductions

The Chair welcomed everyone and members of the committee introduced themselves.

2 Minutes of previous meeting

RESOLVED – That the minutes of the meeting of the Committee held on 25 February 2016 be approved as a correct record.

3 Interests

No interests were declared.

4 Admission of the public

RESOLVED – It was agreed that all items be discussed in public session.

5 Deputations / Petitions

No deputations or petitions were received.

6 District Committee funded projects 2015 - 2016

Community groups gave feedback on projects funded by the district committee during the past 12 months. These were Honley Business Association, Milnsbridge Village Association, Friends of Churchfield, Scissett First School, Holmfirth Wartime Weekend, Denby Dale and Kirkburton young people community reporting and Kirklees Rural Youth Summit.

It was noted that the projects were good examples of how district committee seed funding has been used to lever a variety of community activity and involvement. The youth summit was an example of collaboration across the district; over 30 young people had attended to explore the key themes for the local area and local communities.

RESOLVED – That community representatives be thanked for providing feedback.

7 District Committee Delegated Budgets

The Committee considered a number of applications for funding.

RESOLVED:- That the funding be allocated as follows:

- (a) £12,380 capital and £3,000 revenue for Streetscene improvements in Kirkburton ward, the work done to be reported to the committee.
- (b) £4,475 revenue for CAB (Citizens Advice Bureau) outreach advice provision 2016 – 2017 in Denby Dale ward.
- (c) £2,250 revenue to Shepley Spring Festival 2016 for an audience development project with local communities.
- (d) £1,392 revenue to Kirkburton Parish Council for hanging baskets Summer 2016 in Kirkburton ward.
- (e) £1,440 revenue for floral decorations Summer 2016 in Holme Valley North ward (£1,200) and Holme Valley South ward (£240).
- (f) £1,500 revenue to Friends of Churchfield towards the rebuild of a dry stone wall at Churchfield, Denby Dale.
- (g) £3,200 capital for Speed Indicator Devices in Colne Valley ward 2016 – 2017.
- (h) £250 revenue contribution to the Queen's 90th Birthday celebrations for staging an open public celebration on 10th June 2016.

8 Calderdale and Huddersfield Hospital Proposals for Service Changes

Carol McKenna, Chief Officer and Steve Ollerton, Clinical Chair of Greater Huddersfield Clinical Commissioning Group gave a presentation on the proposed changes as part of the public consultation process. Andrew Haigh, Chair of Calderdale and Huddersfield Foundation Trust also attended.

The consultation was planned to run for 14 weeks, to 21st June with drop in sessions booked in across the district and a public meeting on 18th April 6pm -8pm at the John Smith's Stadium.

There were a number of questions and comments related to the impact of the proposals on the Kirklees Rural area. These included:-

- Why isn't there a Kirklees wide health authority? Changes at Dewsbury and Pinderfields Hospitals will mean there is no emergency unit in Kirklees. Huddersfield has a larger population area than Calderdale.
- Transport links to Calderdale are poor, there are concerns about ambulances getting through the Elland by-pass. People want the best care but find travel difficult for example it takes one hour to travel from Holme Village to Calderdale Hospital. People in rural areas who need emergency care will travel to other areas like Barnsley. Seven minutes is quoted as the average time it takes an ambulance to reach Calderdale hospital from Huddersfield, which means that some journeys are longer than that.
- There is insufficient car parking at Calderdale Hospital.
- The deciding factor for the emergency unit being in Calderdale appears to be value for money and the PFI funding. Why can't both Calderdale and Huddersfield hospitals be of the same standard.
- Concerns about local services being able to meet national targets.

The representatives responded that:

A lot of work has been done with the Yorkshire Ambulance Service, every journey has been analysed over the last 12 months. There are plans for the dual carriageway at Salterhebble to be widened.

Decisions about future services are not just based on population numbers. The majority of people would be seen at the urgent care centre. At present some emergency cases are taken to Leeds. Increasingly different hospitals recognised the need to work together and to have wider networks with a view to sharing skills and resources.

The reason for change is quality of care. The current structure is not sustainable because there are not enough emergency doctors to staff all existing hospitals. NHS advisers had looked into this and recommended that there should be 12 emergency consultants in the Accident and Emergency units. There had never been more than 7 over the last 5 years.

Sixty percent of people going to Accident and Emergency will continue to use the local hospital urgent care centre. Some people are using Accident and Emergency because they will be seen within 4 hours, not because they need emergency services.

The value for money issue is that £90m needs to be spent on Huddersfield Royal Infirmary, which is 60 years old and riddled with asbestos. The Trust had tried to renegotiate the PFI contract over the last 3 years but the investors were not interested in renegotiating.

RESOLVED – That Carol McKenna, Steve Ollerton and Andrew Haigh be thanked for attending the meeting

9 Public Question Time

There were no public questions.

10 Dates of Next Meeting

It was noted that the next meeting of the Committee would take place in the new Municipal Year.

KIRKLEES COUNCIL

DISTRICT COMMITTEE - KIRKLEES RURAL

Thursday 21st July 2016

Present: Councillor Michael Watson (Chair)
Councillors B Armer, D Bellamy, D Firth, C Greaves, C Iredale,
T Lyons, A Marchington, N Patrick, H Richards, Smith, G Turner,
N Turner and R Walker

Apologies: E Holroyd-Doveton, J Dodds and K Sims

In attendance: Approximately 40 members of public

1 Welcomes and Introductions

The Chair welcomed everyone and members of the committee introduced themselves.

2 Minutes of previous meeting

RESOLVED - That the minutes of the meeting of the committee held on 24 March 2016 be approved as a correct record.

3 Interests

Councillor Greaves declared an Other Interest in agenda item 10 Committee budget report, grant application by Honley Cricket Club, and remained in the meeting.

4 Admission of the public

Agreed that all items be considered in public session.

5 Deputations / Petitions

None were received.

6 Update on Crime and Community Safety

Inspector Mark Trueman and Sergeant Hayley Marsland gave an update on crime and community safety in the Kirklees Rural area. The culture of Policing had changed to being available 24/7 and community beat officers took ownership of problems from start to resolving them.

There had been an overall reduction in crime across the Kirklees Rural area since 1st June 2016 and anti social behaviour was the lowest in Kirklees. Burglaries and theft from out buildings was down by 26%, there had been 5 thefts from motor vehicles.

In Colne Valley 2 burglars from Greater Manchester had been arrested. In Golcar anti social behaviour was being monitored and dealt with via the anti social behaviour unit. Crime prevention work was taking place with 2 cricket clubs which had suffered damage. In Meltham work was taking place to identify those involved in graffiti.

In Holmfirth there was a multi agency approach to issues with taxis and licensing and follow up work with local establishments. An issue with 4 by 4 vehicles on Holme Moss is being tackled.

In Kirkburton there was a slight increase in homes burgled and crime prevention work would be taking place over the next few weeks.

In the Dearne Valley the Police video van was being deployed to tackle issues with youth gangs at weekends. The problem of people parking on pavements in Highburton and Kirkburton would be addressed by the Police.

More officers were being trained to use a speed gun, there were restrictions on its use so the best places need to be found for it.

Multi agency work to tackle issues on the Ale Trail included Public Space Protection Order zones in Slaithwaite and Marsden (public consultation on Kirklees Website). Concern was expressed that organisations making a profit out of the Ale Trail should do more to help prevent and tackle anti social behaviour.

New Police recruits would start to be deployed across the rural area from September. The force would be recruiting 16 cohorts, with 70 officers in each one, over the next few years.

An alternative way of contacting the Kirklees Rural Neighbourhood Policing Team was to click on the “contact us” icon at the top right of the website.

RESOLVED – That Inspector Trueman and Sergeant Marsland be thanked for the update.

7 Healthy Child Programme

The Committee received an overview from Alan Turner (Healthy Child Programme Manager), Melonie Williams (Head of Aspire Trust) and Paul Greenough (Head of Honley High School) of the aims of the Healthy Child Programme and involvement of the schools in the programme.

The aim of the programme was to bring together organisations, people and services to develop a shared approach so that every child has the best start in life and all children, young people and adults maximise their capabilities and have control over their lives. The move to commissioning of children’s public health services by local authorities was an opportunity to take a fresh look at a whole family approach.

District Committee - Kirklees Rural - 21 July 2016

One contract was being commissioned from 1st April 2017 to deliver the following:

- Health visiting and family nurse partnership (0-5 year old public health resource)
- School nursing (5-19 year old public health resource)
- Children and adolescent mental health service (CAMHS) tiers 2 and 3
- Learning from the pilot Single Point of Access in the CAMHS Transformation Plan
- Children's Weight Management Service
- Healthy Vitamin Scheme
- Services supporting vulnerable families with a child under 5 years

A key part of the programme was early intervention and prevention. The design of the current system is disabling access to services by communities. The importance of preventative and supportive community services for families and young people such as the youth service in the Colne Valley was noted.

There was a stigma in schools about mental health issues and seeking help. Work was being done to utilise and give school staff the skills to deal with issues as they arise rather than referring families to services. The major providers were being encouraged to work with smaller community organisations to formalise the collaboration that is in place.

The programme would be needs led and services will be co- produced with local communities. The programme would also link with the proposed early help hubs. One example that had made a difference so far was having one person in school co-ordinating and dealing with school nursing issues.

RESOLVED – That Alan Turner, Melonie Williams and Paul Greenough be thanked for the update.

8 Community Projects - feedback

The Committee received a presentation from the young people's skate park group in Marsden on their fundraising activity and community work.

Updates were also received on projects from Honley Cricket Club, Linthwaite Christmas Lights group, Friends of Marsden Park and Linthwaite Community Garden.

RESOLVED – That community representatives be thanked for providing feedback.

9 District Committee Arrangements 2016 - 2017

The Committee considered the working arrangements for the Committee in the 2016-2017 municipal year.

RESOLVED:-

- (i) That the criteria for the District Committee Grant Scheme 2016-2017 be approved.

District Committee - Kirklees Rural - 21 July 2016

- (ii) That the following parish/ town council representatives and co-opted members be nominated to full Council for appointment to the district committee in 2016-2017:-

Denby Dale Parish Council – Richard Brook and Maggie Blanshard
Holme Valley Parish Council – Charles Kaye and Judith Roberts
Meltham Town Council – Richard Noon and Paul White
Kirkburton Parish Council – Raymond Franks and Raymond Bray
Colne Valley Ward Co-optees – Callum Gibson, John Shone, Jean Margetts
Golcar Ward Co-optees – Karen Armitage and Michael Moores

10 Committee Budget Report

(Councillor Greaves declared an Other Interest in agenda item 10 Committee budget report, grant application by Honley Cricket Club, and remained in the meeting.)

The Committee considered a number of applications for funding.

RESOLVED:-

- (1) That funding be approved as follows:-
- (a) £600 revenue to move Milnsbridge Library art work (Golcar Ward).
 - (b) £1,000 revenue grant to Honley Business Association towards Honley Feast event (Holme Valley North Ward).
 - (c) £1,162 capital grant to Leymoor Cricket Club towards repair and enhancement of the club pavilion (Golcar Ward).
 - (d) £1,240 revenue for a replacement public bench in Birdsedge (Denby Dale Ward).
 - (e) £4,000 capital grant to Wooldale Community Association towards upgrade of the car park for the centre, subject to completion of the asset transfer (Holme Valley South Ward).
 - (f) £10,000 New Homes Bonus grant to Honley Cricket Club towards new changing rooms at the pavilion, subject to completion of the GAP registration process and funding to be released once the total amount of funding is agreed and in place (Holme Valley North Ward).
 - (g) £2,000 revenue for community safety activities to be managed by Golcar and Colne Valley NMG.
- (2) That a grant application from Milnsbridge Enhancement Group to repair steps on the riverside walk be refused.
- (3) That the returns to Committee budgets and Discretionary Grants be noted, as set out in the report.

11 Nominations to Outside Bodies

The Committee considered nominations to the George Beaumont Foundation and the Thurstonland School with Ludlum and Horsfall Foundation.

RESOLVED - That Council nominations to Outside Bodies be as follows: -

George Beaumont Foundation – Councillor John Taylor 3 year term with effect from 21st July 2016.

Thurstonland School with Ludlum and Horsfall Foundation – Mr M Greetham 4 year term with effect from 21st July 2016.

12 Public Question Time

There were no public questions.

13 Dates of Future Meetings 2016-2017

The dates and times as below:

7pm - Thursday 24th November 2016 (Holme Valley North)

10am - Saturday 25th February 2017 (Golcar)

7pm - Thursday 23rd March 2017 (Holme Valley South)

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Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

HEALTH AND WELLBEING BOARD

Thursday 28th April 2016

Present:

Councillor Donna Bellamy – Kirklees Council
Sarah Callaghan – Kirklees Council
Carol Mckenna – Greater Huddersfield CCG
Richard Parry – Kirklees Council/North Kirklees CCG
Rachel Spencer-Henshall – Public Health
Kiran Bali – North Kirklees CCG

Apologies:

Councillor Viv Kendrick (Chair)
Councillor Jean Calvert
Councillor Erin Hill
Councillor Kath Pinnock
Rory Deighton
Dr David Kelly
Dr Steve Ollerton

117 Appointment of Chair

Councillor Donna Bellamy was appointed chair of the meeting.

118 Membership of the Board/Apologies

The Board noted the following substitutions:

Fatima Khan-Shah for Rory Deighton
Dr Nadeem Ghafoor for Dr David Kelly
Catherine Riley for Owen Williams
Karen Taylor for Alex Farrell
Matt England for Michael Barkley

Apologies for absence were received from: Cllr Viv Kendrick, Cllr Jean Calvert, Cllr Erin Hill, Cllr Kath Pinnock, Dr David Kelly, Dr Steve Ollerton, Rory Deighton and Chief Superintendent Steve Cotter.

119 Minutes of previous meeting

RESOLVED – That the minutes of the meeting held on the 31 March 2016 be agreed as a correct record.

120 Interests

No interests were declared.

121 Admission of the Public

All agenda items were considered in public session.

122 Deputations/Petitions

No deputations or petitions were received.

123 Primary Care Strategy

Jan Giles and Jackie Holdich attended the meeting to present the Primary Care Strategies for Greater Huddersfield CCG and North Kirklees CCG.

The Board was advised that the strategies affects Kirklees residents as a whole and the overall vision for healthcare is that it is high quality supportive, proactive accessible to all and delivered in a safe and cost effect way. The vision has been developed in conjunction with a number of other strategies and NHS England published its forward view nationally and Kirklees is in line with the national picture.

The Board was informed that the process for developing the strategies had included extensive engagement with patients, representative patient bodies, public, partners, stakeholders, GP's and clinical leaders to focus on what is necessary, realistic and achievable.

The key outcomes are that healthcare offers seamless, integrated care to all patients which focuses on access, quality, workforce, premises and infrastructure and funding and contracting. Working groups have been established with project plans and the governance structures are in place for reporting purposes.

The Board was advised that forward planning is important because of the aging workforce and work is being done to look at a different workforce with different and more flexible ways of working for general practice.

The Board commented that it is important for the Health and Wellbeing Board take a lead role in developing a collaborative workforce strategy across both health and social care that ensures the appropriate workforce for the future.

RESOLVED - That receipt of the Primary Care Strategies for Greater Huddersfield and North Kirklees CCG's be noted by the Board.

124 Care Home Strategy

Phil Longworth presented the Care Home Strategy, advising the Board that the strategy had been jointly developed between Kirklees Council, North Kirklees and Greater Huddersfield CCGs. The strategy outlines the shared approach that partner organisations will take with regard to the ongoing development of care homes for older people in Kirklees.

The Board was informed that the strategy highlights issues that need to be addressed such as the difficulty recruiting and retaining of care workers and managers. The workforce challenge in the care home sector is significant therefore

the actions to address this must be a major element of the delivery plan. Developing a suitably skilled workforce will require consideration being given to professional development for managers and continuing development of care home staff.

The Board was informed that the strategy aims to ensure that the people living in care homes have a positive experience and to ensure that all homes are:

- 1) A good place to live
- 2) An effective part of a wider system that supports older people
- 3) A successful business

The Board discussed the need to develop a 'place based' view of health and social care services, including how the care homes in an area link with the primary care services. Given the importance of care homes to the sustainability of the health and social care system it is important to be clear about who is driving the strategy on behalf of the partners and how it can be driven at pace. Work still needs to be done on how to measure the outcomes of the strategy using a set of indicators for Kirklees

The Board commented that it was keen to support discussions with the CQC about the system level risks that result from inspections.

RESOLVED -

- (a) That the content of the Strategy be noted.
- (b) That the Strategy be endorsed by all partners.
- (c) That all partners consider their roles in delivering the action plan within the Strategy.

125 Sustainability Transformation Plan update

Rachel Millson attended the meeting to provide a progress update on the Sustainability and Transformation Plan (STP). The Board was advised that there had been a discussion at Chief Officers Group with regard to the checklist requirements and what should be included in the plan. Carol McKenna has been identified as the Senior Responsible Officer for overseeing the development of the local plan.

The Board was informed that the month of April was used for collecting information in response to the guidelines received so far and deciding what will need to be in the STP based on 10 big questions that need to adequately addressed. The requirements from NHS England are very prescriptive and further guidance and direction from NHS England is awaited. At this stage it is not clear if there will be a template for submitting the information on.

The first checkpoint submission was made on the 15 April 2016, and will give an indication of thinking in readiness for preparing the STP which needs to be completed and submitted on the 30 June 2016. The intention is to have a draft prepared by the end of May.

The Board was informed that work had been done to try and identify the challenges and workforce is definitely a challenge however the STP provides an opportunity to come up with a workforce plan. NHS England will be looking at the STP having a workforce plan as it is a national issue.

Work has been undertaken to introduce the STP as a concept to GP community in North Kirklees and also to develop a communication and engagement plan and engagement will not cease once the plan has been submitted. There is still more work that needs to be done however much progress has been made.

The Board was advised that areas that still need to be considered are the 3 gaps and there has been some discussion about how to address the funding and efficiency gap and this discussion will be opened up. It will be important to consider how to understand the collective financial position and what the system pressure looks like and coming to a financial truth. Currently transformation streams have money attached with money coming through STP therefore it is also important to identify areas of commonality.

Work is progressing across West Yorkshire by the Healthy Futures PMO. Workshops have been held across the 4 priority areas to discuss opportunities for joint working and agree the underpinning programmes and timescales.

A number of different organisations have come forward to support the development of the STP and are working through how best to access and utilise this. Public Health England have produced a 'state of the region' report which is currently with Kirklees Public Health for local interpretation and consideration in the STP development process. This work will link to the refresh of the Joint Strategic Assessment.

RESOLVED - That the update on the STP be received and noted by the Board.

126 Integrated Front Door Proposal (Multi-Agency Safeguarding Hub)

Trish Berry attended the meeting to advise the Board on the proposals to remodel the Multi-Agency Safeguarding Hub (MASH). The Board was informed that the MASH has been in place in Kirklees, since 2015 and consists of co-located professionals from health, education, police and children's social care.

Recent audit work had identified the need to strengthen the offer at the front door as the Kirklees offer is limited. Proposals to strengthen the MASH will include links to a larger network of agencies to improve information sharing and it has been difficult to deploy staff to deal with issues as there has not been the breath of agencies involved. There are financial benefits to having the right agencies at the front door. Improvements to the MASH will also include:

- An additional detective sergeant at the front door
- Early help at the front door for families to stop cases escalating and to have the key people to deal with cases of child Sexual Exploitation, Keeping children safe
- Record and information sharing agreement currently in place extended to cover new agencies that come into the MASH

- Seamless approach to MASH will include technology

The Council will look to accommodate the MASH.

RESOLVED - That the suggested model for the Multi-Agency Safeguarding Hub be agreed.

127 Transforming Care Partnership Plan

Kelly Glover attended the meeting to present the draft Transforming Care Partnership Plan. The Board was advised that Calderdale, Kirklees, Wakefield and Barnsley (CKWB) had worked collaboratively to develop a programme that will transform community infrastructures and reshape services for people with a learning disability and or autism. NHS England requires that the plan is co-produced.

The Board was informed that the CKWB region was rated 6th highest for CCG commissioned in-patient beds and although work has been ongoing to reduce the numbers, the region is still well over the national planning assumptions for in-patient beds.

The plan is continually being developed and the final submission to NHS England will be on the 1 July 2016 with checkpoints on the 20 May and 24 June. NHS England have set an assessment framework.

The plan will be further developed with key stakeholders to ensure true co-production and an engagement event had been planned for the 25 May.

RESOLVED -

(a) That the plan be received and noted

(b) That the Board endorses and supports the Transformation Care Partnership Plan

128 Special Educational Needs and Disability Ofsted Inspections

Mandy Cameron, Deputy Assistant Director, Learning and Skills advised the Board that from the 1 May 2016 Ofsted will begin their timetable to carry out an area Special Education Needs and Disability (SEND) inspection. Every area will be subject to an inspection within the next 5 years.

The Board was informed that the framework for the inspection had only just been released however early guidance suggests that a wide range of information will be used in the evaluation process alongside methods to gather the views of identified children and young people, parents and carers, leaders with the local area and providers. In Kirklees there are 5000 Special Education Needs and 1800 Education Health Care Plans.

The inspection will be far reaching and will look at the Joint Strategic Needs Assessment outcomes, Joint Health and Wellbeing Strategy, performance data published by the Department for Education and Department of Health, Healthy Child Programme, School Nursing Service, health services pathways, neonatal screening

programme and the CAMHS Transformation plan. The fieldwork will include discussions with elected members, key local area officers from health, education and social care. Initial discussions will take place with the DCS and the Chief Executive of the CCGs.

The inspection team which will include an HMI (lead) a CQC inspector and a Local Authority inspector will ring up 5 days prior to the start of the inspection, which will last 5 days or longer depending on the complexity and will focus on:

- An evaluation of how effectively the local area identifies disabled children and young people and those who have special educational needs.
- An evaluation of how effectively the local area meets the needs and improves the outcomes of disabled children and young people and those who have special educational needs.

The inspection will only be carried out in term time and will speak to the people identified. The team will be checking to see if the provision is adequate to meet need. Briefings have stressed that inspectors will be checking whether the area provides for disabled CYP to the detriment of those with SEN.

In order for Kirklees to respond to the inspection, all key partners must understand what will be required of them during this process and a series of briefings will be organised, with invitations for key officers.

With regard to the judgement criteria there is no grade. The Council will receive a narrative outlining strengths and weaknesses. There may be a requirement to draw up an action plan, and this would lead to further, ongoing contact with inspectors.

RESOLVED - That Members of the Board share the information with their respective organisations and prepare themselves for the inspection.

129 Health and Wellbeing Board Terms of Reference

Phil Longworth informed the Board that the proposed revision to the terms of reference for the Health and Wellbeing Board was an outcome of the Board's development session in September 2015. One of the outputs from the session was that the Board would clarify and improve understanding of its role and purpose.

The Board was advised that the proposed revisions were intended to reflect the outputs from the session and the Board was asked to consider and agree the revisions.

RESOLVED - That the revisions to the terms of reference be agreed by the Board.

130 North Kirklees Clinical Commissioning Group Operational Plan

The Board considered the North Kirklees Operational Plan.

RESOLVED - That the Plan be received and noted by the Board.

131 Minutes of CSE & Safeguarding Member Panel

The Board considered the minutes of the Child Sexual Exploitation and Safeguarding Panel held on the 3 March 2016.

RESOLVED - That the Minutes be received and noted by the Board.

132

Date of next meeting

RESOLVED - That the date of the next meeting be noted.

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Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

HEALTH AND WELLBEING BOARD

Thursday 30th June 2016

- Present:** Councillor Viv Kendrick (Chair)
Councillor Donna Bellamy
Councillor Shabir Pandor
Rory Deighton
Dr David Kelly
Carol McKenna
Dr Steve Ollerton
Richard Parry
Fatima Khan-Shah
- Apologies:** Councillor Kath Pinnock
Councillor Erin Hill
Rachel Spencer-Henshall
Sarah Callaghan
- In attendance:** Phil Longworth, Health Policy Officer, Kirklees Council
Jenny Bryce-Chan, Governance Officer
Natalie Ackroyd – Business Performance Reporting and Planning Manager Greater Huddersfield CCG
Keith Henshall – Head of Health Improvement – Kirklees Council
Tom Brailsford – Joint Commissioning Manager – Kirklees Council
Tony Cooke - Head of Health Improvement – Kirklees Council
Mercy Vergis, Consultant in Public Health Medicine – Public Health
- Observers:** Matt England – Mid-Yorkshire Hospital NHS Trust
Chief Inspector Marianne Huison – West Yorkshire Police
Chris Reeve - Locala
Catherine Riley – Calderdale & Huddersfield Foundation Hospital Trust
Dawn Stephenson – South West Yorkshire Partnership Foundation Trust

1 Appointment of Chair

Adrian Lythgo, Chief Executive commenced the meeting by explaining the current position with regard to the appointment of an executive for Kirklees Council. The Board agreed that Cllr Viv Kendrick, Cabinet portfolio holder for Adults, Health and

Activity to Improve Health be appointed Chair of the Health and Wellbeing Board for 2016/17 and that this be recommended to Council for approval.

2 Membership of the Board/Apologies

The following Board member substitutions were noted:

Gill Ellis for Sarah Callaghan

Sarah Muckle for Rachel Spencer-Henshall

Apologies for absence were received from: Cllr Kath Pinnock, Cllr Erin Hill, Sarah Callaghan, Rachel Spencer-Henshall and Kathryn Hilliam.

3 Minutes of previous meeting

RESOLVED – That the minutes of the meeting held on the 28 April 2016 be agreed as a correct record.

4 Interests

No interests were declared.

5 Admission of the Public

That all agenda items be considered in public session.

6 Deputations/Petitions

No deputations or petitions were received.

7 Public Question Time

Mr P Claydon and Ms C Hyde asked the Board 3 questions in relation to the Sustainability and Transformation Plan. Carol McKenna, Chief Officer, Greater Huddersfield CCG responded to the questions on behalf of the Board.

8 Kirklees Joint Strategic Assessment

Sarah Muckle, Consultant in Public Health attended the meeting to present the KJSA to the Board advising that it had previously been considered by the Board at a briefing session and was now being presented formally for sign off.

Questions were raised by the Board in respect of the information on the age range and health of carers. In response the Board was advised that the information being

presented was only a summary and that the website provides more detailed information. The Board was further advised that the information did not include paid only unpaid carers as the proportion of carers getting an allowance was relatively small.

The Board discussed the use of bus routes as an indicator and commented that using bus routes as an indicator of life expectancy may not be the most effect way of presenting the information. The Board was advised that the use of bus routes was intended to illustrate the inequalities in life expectancy between the most and least deprived parts of Kirklees. It was agreed that this indicator would no longer be used.

The Board questioned how it could be assured that the strategy was making a difference to the health of the Kirklees population. In response the Board was advised that the document was an assessment of need, however more importantly was how services respond and address those needs. Each organisation should take aspects and embed it into their own plans with the Health and Wellbeing Board having the overarching responsibility for overseeing the implementation of the strategy. It was suggested that when reports are being presented to the Board, the report author must ensure it reflects the JSA and updates should provide examples of links to the JSA.

RESOLVED -

(a) That the Board endorses the development of the Kirklees Joint Strategic Assessment subject to the removal of bus routes as an indicator.

(b) That the Kirklees Joint Strategic Assessment overview 2016 be approved by the Board.

9 Sustainability and Transformation Plan

The Board was advised that the date for submitting the Sustainability and Transformation Plan had changed from the 30 June to a date to be advised in September. The revised timescale gives an opportunity to work on the plan using feedback from the West Yorkshire Plan and scrutiny on the place based plan.

One strand of the development of the STP was the Scenario planning event held on the 26 April 2016. The event brought together senior leaders from across the Council, NHS and other partners. Key actions and principles from the event are woven into the STP.

The Board was advised that Healthy Futures will be the brand name for the West Yorkshire level STP and Rob Webster Chief Executive South West Yorkshire Partnership NHS Foundation Trust is leading on the West Yorkshire STP. Regular links are being maintained between primary STP and the West Yorkshire STP.

Caroline Alexander, Programme Director, Healthy Futures is responsible for making sure the different parts of the system across West Yorkshire connect up and that there is agreement of aims and principles.

The Board was informed that Carol McKenna and Merran Mcrae are involved in the governance arrangements and how it is going to work however it is still in the early stages. An STP progress report will be brought to the July meeting and in August work with the Board to prepare for the final submission in September.

RESOLVED -

- (a) That the progress and next steps in developing the Healthy futures and Kirklees Sustainability and Transformation Plan be noted.
- (b) That the key actions and potential principles that emerged from the Scenario Planning event be noted.
- (c) That the final draft of the Kirklees Sustainability and Transformation Plan be received by the Board prior to the final submission date set by NHS England.
- (d) That delegated responsibility for sign off and the Sustainability and Transformation Plan be given to specific name Board members, if required.

10 Healthy Child Programme

Tom Brailsford and Keith Henshall attended the meeting to provide an update on progress with developing the Healthy Child Programme (HCP). In January 2014, the Board had discussed a range of activities aimed at transforming services for children and young people, including the CAMHS Transformation Plan and the Disabled Children's Strategy.

The HCP aims to be an integrated life course approach to improving outcomes for Children & Young People aged 0-19 their families and communities and up to 25 if they have additional needs. It will have a focus on mental and emotional health and wellbeing. The outcomes are for children and young people to be healthy and stay safe it is about giving every child the best start in life. This represents an opportunity to take a more integrated whole family approach.

The potential new model for the programme will be a tiered approach which will include, community, universal, universal plus, universal partnership plus. It will require a workforce that will advocate, mediate and facilitate. It is being developed with Early Intervention & Prevention and Care Closer to Home in mind.

The procurement process will include sharing the specification with the Children with Additional Needs Group as this is about services which were not previously commissioned by the council.

The Board asked questions in respect of the length of the contract and was advised that options being considered were a five year contract with an option to extend for

a further two years, instead of the three year contract with a two year extension. The key milestones and timescales will be for the contract to start on the 1st April 2017.

RESOLVED -

(a) That the Board endorses the vision for an integrated approach to the Healthy Child Programme.

(b) That the Board supports the use of the Healthy Child Programme as a catalyst to change practice.

11 A Community Wellness Model of Health Improvement for Kirklees

Tony Cooke, Head of Health Improvement attended the Board meeting to present a report on the Community Wellness Model of Health Improvement. The Board was informed that plans were being developed to move towards commissioning an integrated wellness model of health improvement. This will be a radical redesign and integration of a number of services and interventions covering health improvement, self-care and long term conditions. In developing the model, conversations had taken place with the Clinical Commissioning Group's, Public Health and NHS England.

In summary the Board was advised:

- Areas that require health improvement are that people in Kirklees are less physically active
- Overweight and obesity
- Over 64's mental health
- Type 2 diabetes

One in five people have three plus long term conditions and in Kirklees there are a number of interventions.

The current position is that there are thirteen public health contracts many of which are single issue based. Practice Activity Leisure Scheme (PALS) is very successful.

Design principles - Improved health and wellbeing, what might be included?

- Diet and nutrition
- Physical activities and exercise on prescription
- Weight management & diabetes prevention
- Tobacco/smoking cessation
- Alcohol early prevention
- How it links to the wider system

The next stage is for a pilot by the end of next financial year with a clear project plan and timescales.

The Board commented that consultation with stakeholders does not mention pharmacies and stated that there is an obligation to consult with pharmacies. In

response the Board was advised that as part of developing the model a Health Pharmacy Board would be established.

The Board also asked that the health and wellbeing of carers also be taken into consideration.

RESOLVED - That the Board note the paper and support the development of an integrated wellness model for Kirklees.

12 Health Protection Board Update

Mercy Vergis, Consultant in Public Health Medicine advised the Board that the Health Protection Board would provide an update on three areas.

- TB screening
- Screening & Immunisation
- Antimicrobial Stewardship

At the last update the Board was advised that the TB strategy recommends latent TB testing and treatment for those aged 16-25 who had recently arrived in England from countries where the incidence of TB is high. Kirklees Clinical Commissioning Group's received funding from NHS England and started testing people eligible for this programme in February 2016. The two CCGs were notified that this funding will continue for 2016/17.

The TB Control Board serving Kirklees covers Yorkshire and Humber and North East of England and Greater Huddersfield Clinical Commissioning Group is the lead on this board.

A screening and immunisation improvement plan has been developed for Kirklees. The Kirklees improving coverage action plan includes priorities:

- To improve HPV immunisation uptake in Kirklees
- To improve the engagement of Primary Care with the Breast, Bowel and Cervical Cancer Screening Programmes

In April 2015, a multi-disciplinary working group across Calderdale, Kirklees and Wakefield was set up to develop an antibiotic campaign starting in September 2015. This aimed to reduce unnecessary prescribing of antibiotics by raising awareness of the risks of over-prescribing and antimicrobial resistance.

RESOLVED -

- (a) That the Health Protection Board update be noted by the Board
- (b) That partner organisations continue to work together on the priority issues such as antimicrobial stewardship

13 Health and Wellbeing Board Position Statement Re: Service Changes

Phil Longworth, Health Policy Officer advised that there had been a number of major health and social care service change proposals presented to the Board over the last 12 month and the Board needed to develop a position statement in response to these changes.

The Board was asked to consider and comment on a draft statement that had been prepared which aims to provide a framework within which it can apply '4 tests' to proposals for major services changes that are presented to the Board.

The Board agreed to adopt the statement subject to a minor amendment to point 3 of the proposals.

RESOLVED - That the position statement be adopted subject to a minor amendment to the document.

14 Better Care Fund

Phil Longworth gave a brief update on the Better Care Fund. The Board was advised that the 30 June 2016 was the deadline for the Section 75 Pooled Fund Budget however formal notification had not yet been received. The Board will be notified as soon as formal notification had been received.

RESOLVED - That the update on the progress of the Better Care Fund be noted.

15 Re-establishment of the CSE Safeguarding Member Panel for 2016/17 Municipal year

The Board considered a report seeking formal agreement for the re-establishment of the Child Sexual Exploitation and Safeguarding Member Panel for the 2016/17 municipal year and agree the Kirklees Council representation.

RESOLVED - That the CSE Safeguarding Member Panel be re-established for the 2016/17 municipal year, with 5 members as set out in section 3.2 of the report.

16 North Kirklees Clinical Commissioning Group - Annual Report

The Board considered and noted the North Kirklees Clinical Commissioning Group, Annual Report.

RESOLVED - That the North Kirklees Clinical Commissioning Group – Annual Report be noted by the Board.

17 Greater Huddersfield Clinical Commissioning Group Operational Plan

The Board considered and noted the Greater Huddersfield Clinical Commissioning Group Operational Plan.

RESOLVED - That the Greater Huddersfield Clinical Commissioning Group Operational Plan be noted by the Board

18 Date of Next Meeting

That the date of the next meeting be noted.

Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

HEALTH AND WELLBEING BOARD

Thursday 25th August 2016

Present: Dr David Kelly (Chair)
Councillor Donna Bellamy
Councillor Shabir Pandor
Councillor Erin Hill
Rory Deighton
Dr Steve Ollerton
Richard Parry
Sarah Callaghan

Apologies: Councillor Viv Kendrick (Chair)
Carol McKenna
Rachel Spencer-Henshall
Priscilla McGuire
Adrian Lythgo

In Attendance: Keith Smith, Assistant Director - Commissioning and Health Partnerships
Phil Longworth, Health Policy Officer
Tom Brailsford, Joint Commissioning Manager
Jen Mulcahy, Programme Manager, Right Care, Right Time, Right Place

Observers: Kathryn Hilliam, NHS England
David Smith, Director of Resources
Catherine Riley, Calderdale and Huddersfield Foundation Hospital Trust
Matt England, Mid-Yorkshire Hospital NHS Trust

19 Appointment of Chair

Dr David Kelly was appointed Chair for the duration of the meeting.

20 Membership of the Board/Apologies

The Board noted the following substitutions:-

Vicki Dutchburn for Carol McKenna

21 Minutes of previous meeting

RESOLVED - The Minutes of the meeting held 30 June 2016 were agreed as a correct record.

22 Interests

No interests were declared at the meeting.

23 Admission of the Public

All items were considered in public session.

24 Deputations/Petitions

No deputations or petitions were received.

25 Public Question Time

No public questions were asked at the meeting.

26 Child and Adolescent Mental Health (CAMHS) Transformation Plan

The Board received a report providing an update on the implementation of the Child and Adolescent Mental Health Transformation Plan. The Board was reminded of the work that had been undertaken at a national level which had led to the development of Transformation Plans and was specifically provided with details of the Quarter 4 Performance information, which set out progress made in implementing the plans, which had been quality assured by NHS England. The Board was advised of the process and progress that had been made in the taking forward of work to undertake a Transformation Plan refresh and achieve sign off prior to 31 October 2016. It was noted that the refresh would be submitted to a future meeting of the Health and Wellbeing Board prior to its submission to NHS England.

RESOLVED -

(1) That the Quarter returns attached in relation to progress made and risk identified in relation to this area of activity be noted.

(2) That the process to sign off the Transformation Plan refresh, prior to 31 October 2016, as explained at the meeting be endorsed.

27 Integration of Health and Social Care in Kirklees Council

The Board considered a paper that provided information on work to Integrate Health and Social Care in the Kirklees District and outlined potential areas for the next stage of the journey to fuller integration of Health and Social Care Commissioning.

The considered report set out information on the National position with regard to the integration of Health and Social Care in Kirklees and provided information on the current position within Kirklees, whereby the Council and both Clinical Commissioning Groups had recently begun mapping the forward joint working arrangements in a number of key areas as set out within the considered report.

The Board were specifically asked to comment on and endorse the approach being taken for further development of Integrated Health and Social Care Commissioning within Kirklees and to identify further opportunities for improving integration and joint working. Some discussion took place on the self-assessment work that had been undertaken to plot the current position within the Kirklees area, with a view to work being done to identify the next steps in the journey to integration.

RESOLVED -

(1) That progress made to date on joint arrangements as set out at the meeting and in the considered report be noted.

(2) That proposals on the approach to the further development of Integration of Health and Social Care Commissioning as set out within the report be endorsed and that consideration be given to the self-assessment work associated with this area of activity at the next meeting of this Board.

28 Update on Right Care, Right Time, Right Place

The Board considered a report providing an update on the progress made in relation to public consultation and subsequent work that Clinical Commissioning Groups would be progressing in order to undertake post consultation deliberation in preparation for the Clinical Commissioning Groups Governing Body meeting on 20 October 2016.

The Board were advised that post consultation deliberation provided an opportunity to look at issues and concerns that had been raised and to specifically identify any inequality and health inequality implications that had been identified as a result of the consultation. The post consultation deliberation period would also provide an opportunity to consider the outcome of the work of the Calderdale and Huddersfield Joint Health Scrutiny Committee and the response from HealthWatch.

RESOLVED - That the content of the considered report be noted.

29 West Yorkshire Sustainability and Transformation Plan (Healthy Futures)

The Board were provided with an update on work being undertaken by Health and Care Partner Organisations across the NHS and Local Government and West Yorkshire to develop a 5 year West Yorkshire Sustainability and Transformation Plan (STP). Some discussion took place on the development of the Local Plan from a Kirklees area and it was agreed that consideration be given to the Kirklees "Place Base" Sustainability and Transformation Plan at the next meeting of the Board to take place in September 2016.

The Board were advised of the availability of weekly update information on the development of the West Yorkshire STP and it was agreed that any Board Members wanting to receive weekly updates should contact Richard Parry who will make arrangements for the updates to be passed on accordingly.

RESOLVED -

(1) That the progress be noted in relation to the development of the West Yorkshire Sustainability and Transformation Plan (STP) be noted.

(2) That consideration be given to the Kirklees based STP at the next meeting of the Board.

(3) That Board Members interested in receiving weekly briefing notes on this area of activity contact Richard Parry to be included on the circulation list.

30 Kirklees Better Care Plan 2016/17

Further to discussions at previous meetings of the sign off of the draft Kirklees Better Care Plan for 2016/17, as agreed at the Board on 31 March 2016. The Board were presented with the approved version of the Kirklees Better Care Plan, as agreed by NHS England.

The Board noted the content of the Plan and specifically gave consideration to the Better Care Implementation Plan, which set out the actions that were taking place to deliver the aims and objectives as set out within the Plan, was attached to the considered report at Appendix 1.

RESOLVED - That the publication of the Better Care Plan for 2016/17 as attached to the considered report be noted and received, as approved by NHS England.

31 Minutes of CSE & Safeguarding Member Panel

The Board received Minutes of the Child Sexual Exploitation and Safeguarding Panel meetings held on 7 April 2016 and 2 June 2016 respectively. It was noted that the Minutes had been submitted for consideration for information purposes.

RESOLVED - The Minutes of meetings of the CSE and Safeguarding Member Panel for meetings on 7 April and 2 June be noted.

32 Date of next meeting

It was noted that the next meeting of the Board would take place in the Council Chamber, Dewsbury Town Hall on Thursday 29 September 2016.

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Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

HEALTH AND WELLBEING BOARD

Thursday 29th September 2016

- Present:**
- Cllr Viv Kendrick (Chair) – Kirklees Council
 - Councillor Shabir Pandor – Kirklees Council
 - Councillor Donna Bellamy – Kirklees Council
 - Councillor Kath Pinnock – Kirklees Council
 - Richard Parry – Kirklees Council/North Kirklees CCG
 - Dr Steve Ollerton – Greater Huddersfield CCG
 - Carol Mckenna - Greater Huddersfield CCG
 - Patricia McGuire – Greater Huddersfield CCG
 - Dr David Kelly – North Kirklees CCG
 - Fatima Khan-Shah – North Kirklees CCG
 - Rory Deighton – Healthwatch
 - Kathryn Hilliam – NHS England
- Apologies:**
- Cllr Erin Hill – Kirklees Council
 - Sarah Callaghan – Kirklees Council
 - Rachel Spencer-Henshall – Kirklees Council
 - Adrian Lythgo – Kirklees Council
- In attendance:**
- Phil Longworth, Health Policy Officer, Kirklees Council
 - Natalie Ackroyd – Business Performance Reporting and Planning Manager Greater Huddersfield CCG
 - Jenny Bryce-Chan, Governance Officer
- Observers:**
- Matt England – Mid-Yorkshire Hospital NHS Trust
 - Robert Flack - Locala
 - Catherine Riley – Calderdale & Huddersfield Foundation Hospital Trust
 - Karen Taylor – South West Yorkshire Partnership Foundation Trust

33 Membership of the Board/Apologies

The following Board member substitutions were noted:-

Tony Cooke for Rachel Spencer-Henshall.

34 Minutes of previous meeting

RESOLVED - That the Minutes of the meeting held on the 25 August 2016 be approved as a correct record subject to the following corrections: - that the

apologies from Cllr Kath Pinnock and Fatima Khan-Shah be noted, and that the minutes reflect that Karen Taylor was in attendance.

35 Interests

No interests were declared.

36 Admission of the Public

All items be considered in public session.

37 Deputations/Petitions

No deputations or petitions were received.

38 Public Question Time

No questions were asked.

39 Right Care, Right Time, Right Place - Next Steps

Carol McKenna, Chief Officer, Greater Huddersfield Clinical Commissioning Group updated the Board on the Right Care, Right Time, Right Place Programme.

Referring to the submitted cover report the Board was advised that the programme was now in the post consultation deliberation period and there were a number of pieces of work being undertaken with the Governing Bodies in readiness for the CCG's Governing Body meeting in parallel on the 20th October. The agenda papers for that meeting will be published on the 12th October 2016.

The Board was informed that a report from an independent company commissioned to analyse responses to the consultation had been shared and went into the public domain on the 25th August 2016. The Joint Health Overview and Scrutiny Committee will provide comments in response to the consultation by 3rd October.

Healthwatch had undertaken a separate consultation process and their report will be considered by the governing bodies and the Joint Health Overview and Scrutiny Committee. The Report from Healthwatch was about conversations with the public and it appears to mirror the findings of the independent research.

The governing body takes this very seriously and will meet every week for the next 3 weeks. Any equality and health inequality implications identified as a result of the consultation will be assessed for potential impact. Assurance will be given that the consultation has had sufficient reach.

The Board asked how this fits in with the STP and was informed that it is a very big part of it and partners who sit around the Health and Wellbeing Board table have been involved in the development of the STP. The STP is bringing together work that is already being undertaking.

RESOLVED - That the work required to undertake post-consultation together with other known key dates and events within the same timescale be noted.

40 Sustainability & Transformation Plan Development

Rachel Millson, Business Planning Manager presented information on developing the Sustainability and Transformation Plan (STP) advising that the Board has had received regular updates on both the Kirklees STP and West Yorkshire (Healthy Futures) STP. The Board was informed that the next submission date for the Healthy Future STP to NHS England is 21st October 2016 however this may not be the final submission and could be a stocktake to assess where things are at.

Work has been undertaken with providers and a working group which has representation from the Council, Clinical Commissioning Groups (CCG), three Health Trusts and Locala has been working on developing the local STP.

The Board was informed that there had been some suggestion that the development of the plans were not open and transparent however assurance were given that the plans would not be developed behind closed doors but would be subject to rigorous engagement processes. Regular updates would be provided to the Health and Wellbeing Board as well as at CCG public events, to governing bodies and patient reference groups the aim is to encourage people to be involved as the process develops.

The Board was informed that this is not a new plan but is building on work already done including engagement activities and public consultation on Meeting the Challenge, Right Care Right Time Right Place, Care Closer to Home and Integrated Community Model, which are all relevant to the development of STP.

The next step is for engagement to continue with Overview and Scrutiny, the Health and Wellbeing Board and CCG Governing Bodies. The working group will follow due process and will identify any gaps in the process. A communication officer has been employed and some information will be coming out shortly.

Local challenges:

Health & Wellbeing Gap – local challenges are linked to the Joint Strategic Needs Assessment priorities. More needs to be done to prevent illness and intervene earlier when people do become ill.

Care & Quality – there is data behind all of these and it highlights that people are waiting too long for diagnosis and treatment. It requires a system wide approach to address sending too many people to hospital and then staying too long when admitted. In addition, mortality rates in hospitals are high.

Finance & Efficiency – there is too much unwarranted variation which creates inefficiencies. The money available is decreasing while demand is increasing. The cost of providing out of hospital care is increasing as people are living longer however too many people are still being sent to hospital. The care home sector has 7% fewer beds and is struggling in terms of quality and there is also the challenge of maintaining the workforce.

The working group has come up with priorities to address the local challenges which include sharing resources and working more collaboratively. The Board was asked for its view on whether the right challenges were being focused on.

The Board was advised that the STP has attracted attention however every year without fail planning guidance is published. Last year's planning guidance advocated working together as a system and thinking about the scale of challenge in Kirklees as a system rather than as individual organisations. The difficulty now is having to undertake this when the scale of the challenge is as it has never been before. It is another planning exercise but in a different environment.

The Board commented that the challenge of financial cuts makes it feel like finance is really driving this, however it is important to make sure that quality is not lost whilst trying to balance the books. The Board questioned whether the right things were being done to tackle health inequality.

The Board discussed the issues presented by splitting into two groups

RESOLVED - That the process for developing the West Yorkshire STP and Kirklees STP be noted.

41 Greater Huddersfield Annual Report & Accounts

The Board received the Greater Huddersfield Clinical Commissioning Group's Annual Report and Accounts for 2015/16.

RESOLVED - That the Annual Report and Accounts be noted.

42 Minutes of CSE & Safeguarding Member Panel

The Board received for information the minutes of the Child Sexual Exploitation and Safeguarding Panel meeting held on 7 July 2016.

RESOLVED - That the Minutes of the CSE and Safeguarding Member Panel be noted.

43 Date of next meeting

It was noted that the next meeting of the Board would take place on Thursday 27 October 2016 as a STP development workshop.

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Contact Officer: Penny Bunker

KIRKLEES COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Monday 13th June 2016

Present: Councillor Julie Stewart-Turner (Chair)
Councillor Cahal Burke
Councillor Gulfam Asif
Councillor Ken Sims

Apologies:

In attendance:

Observers:

1 Membership of Committee

All members of the Committee were present.

2 Minutes of Previous Meeting

The Committee considered the minutes of the meeting of the Committee held on 25 April 2016.

RESOLVED – That the minutes of the meeting of the Committee held on 25 April 2016 be approved as a correct record.

3 Interests

There were no interests declared.

4 Re-appointment of Scrutiny Co-optees

The Management Committee considered a report which requested the reappointment of all existing scrutiny co-optees for the 2016-17 municipal year.

It was reported at the meeting that since the report had been produced, John Briggs, a longstanding scrutiny co-optee had tendered his resignation due to other commitments. The Committee resolved to thank Mr Briggs for his contributions during his time as a voluntary Scrutiny Co-optee.

RESOLVED –

(1) That the resignation of John Briggs as a Scrutiny Co-optee be noted. That Mr Briggs be thanked for his contribution to the work of Scrutiny as a Co-optee for the last 4 years.

(2) That the Co-optees be reappointed for a further year as set out in paragraph 2.2 of the report.

5 Approach to Overview and Scrutiny

Councillor Stewart-Turner, Chair of Overview and Scrutiny led a discussion on the approach to overview and scrutiny for the coming municipal year.

Councillor Stewart-Turner emphasised that one of the underpinning principals of scrutiny in Kirklees was to leave the party politics at the door. The Management Committee had to work together as a cohesive team to maximise the impact of Scrutiny.

Councillor Stewart-Turner explained that each member of the Management Committee would be allocated a portfolio of responsibility and would be expected to arrange briefings with Cabinet members and Senior Officers to maintain and overview of the portfolio. Members would be asked to report back to the Management Committee so that a collective decision could be taken if any particular issue needed to be brought for formal discussion at management committee or to be considered for the establishment of an ad-hoc scrutiny panel. Councillor Stewart-Turner suggested that for this year portfolios should look to focus on key themes and corporate priorities rather than being Directorate based. It was agreed that until the position regarding Cabinet was clearer it would be difficult to finalise scrutiny portfolios.

Councillor Burke indicated that his preference would be to continue with the Children and Young Peoples Directorate portfolio. Councillor Sims expressed interest in the Place portfolio. Councillor Stewart-Turner highlighted broader theme work of an intervention and preventive, economic resilience, health and well-being and devolution.

Councillor Stewart-Turner indicated the importance of using performance management information as part of discussions. The Chief Executive had also indicated that an outline forward plan of decisions to be taken through the year would also be provided to enable scrutiny to plan pre-scrutiny work on key issues.

There followed a discussion on the allocation of portfolios and it was agreed that Councillor Ken Sims would cover the Place portfolio including maintaining an overview of the local plan. Councillor Asif would take responsibility for overview of housing issues and the resources portfolio. Councillor Stewart-Turner emphasised the importance of the Children's Services portfolio as there was considerable development work going on within the service. It was important that the portfolio holder did not seek to duplicate the work that was currently being undertaken by the ad-hoc Scrutiny Panel. Councillor Stewart-Turner would meet with the Leader of the Council and look at issues relating to new Council, devolution and areas covered by the Communities Transformation and Change directorate.

Once the position regarding cabinet members and their portfolios was clear, the Management Committee would revisit portfolios to ensure that no changes were required.

RESOLVED –

(1) That the approach to Overview and Scrutiny in Kirklees be noted, in particular the non-party political approach the portfolio approach and the collaborative role of OSMC members in identifying areas for scrutiny.

(2) That the Governance Officer provides details of the portfolios agreed at the meeting together with the officer support arrangements to set up meetings with Directors, Assistant Directors and Cabinet Members as appropriate.

6 OSMC Work Programme

The Management Committee considered a draft of a proposed work programme for the 2016/17 municipal year.

Within the discussion the following issues were identified;

- The Management Committee needed to receive an overview of the local plan and future projects timetables.
- That the statutory scrutiny area of flood risk management be included within Cllr Sims portfolio but subject to formal discussions at the Management Committee meeting.
- More specific information is required regarding the housing futures item to identify potential areas of focus.
- Place strategy – pre-scrutiny work to be undertaken in July 2016.
- Continuing to monitor previous recommendations, accepting that some recommendations had been signed off as complete and should not be re-visited.
- Criteria for District Committee funding to be considered on 4 July 2016.
- To re-introduce overview of major consultations and legislative changes.

RESOLVED -

(1) That the areas suggested for inclusion in the 2016/17 Scrutiny work programme be approved.

7 Schedule of Meetings

The Management Committee considered arrangements for meetings for the remained of the municipal year. It was agreed that the first meeting in January be held on the 6 January rather than the 3 January 2017 as originally proposed.

RESOLVED -

(1) That meetings of Management Committee be held on the following dates;

13 June 2016

4 July 2016

25 July 2016

5 September 2016

26 September 2016

17 October 2016

Overview and Scrutiny Management Committee - 13 June 2016

7 November 2016
28 November 2016
6 January 2017
23 January 2017
13 February 2017
6 March 2017
27 March 2017
24 April 2017

(2) All meetings to start at 9.30am in Huddersfield Town Hall.

KIRKLEES COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Monday 4th July 2016

Present: Councillor Julie Stewart-Turner (Chair)
Councillor Cahal Burke
Councillor Ken Sims

Apologies: Councillor Gulfam Asif

8 Membership of Committee

Apologies were received from Councillor G Asif.

9 Minutes of Previous Meeting

The Committee considered the Minutes of the meeting of the Committee held on 30 June 2016.

RESOLVED - That the Minutes of the meeting of the Committee held on 30 June 2016 be approved as a correct record.

10 Interests

No interests were declared.

11 Admission of the Public

All items were discussed in public session.

12 Corporate Plan 2016/17

The Committee considered the priorities set out in the Council's Corporate Plan 2016/17 and welcomed John Heneghan to the meeting.

John Heneghan advised the Committee of the vision for New Council which focussed on:-

- Enabling individuals and communities to do more for themselves and each other.
- Keeping vulnerable people safe and in control of their own lives.
- Focusing resources on things that only the Council can do.

John Heneghan explained that the Corporate Plan reported on progress and achievements during 2015/16 and the Council's priorities and objectives moving

forward. The Corporate Plan was also a performance management document and was used to inform Directorate Plans for the future.

John Heneghan advised the Committee that there were no major changes to the Council's vision from last year (2015/16), but that the Corporate Plan included practical examples of how the Council was changing.

The Committee was informed that over the next 12 months the Council will embark on work to determine what Democracy will look like in a New Council. The Kirklees Democracy Commission will be responsible for leading this debate.

The Committee noted that the Democracy Commission would look at changing the role of Councillors in New Council. The Committee was informed that democratically elected Councillors, representing citizens, continued to play an important role in leading the relationship between the Councils and its communities. John Heneghan advised that the Council and its relationship with local people was changing, and went on to explain that in the context of diminishing resources, the Devolution Agenda, reduced voter turnout and the opportunities of greater participation in a digital age, it was timely to revisit what democracy should look like and feel like in a changing Kirklees.

The Committee discussed relationships between Councillors and officers and whether these were working well. The Committee felt that it could depend on the experience of the officer they were dealing with, as to whether further options and opportunities could be explored when resources were being reduced. John Heneghan emphasised that implicit within the Corporate Plan would be a continued emphasis on the importance of strong and effective working between Councillors and officers. The Committee were advised that over the next 12 months focused work would take place to embed the Council's new approach which was set out within the Working Together Effectively Protocol.

John Heneghan advised the Committee that the focus on collaboration was at the heart of the vision for New Council and that there was a need to work closely within colleagues in the NHS and the Police, the voluntary and community sector and the private sector to provide services that were genuinely integrated.

The Committee discussed how the Council was promoting the changing culture across the organisation, installing a positive 'can do' culture and building a flexible modern workforce. John Heneghan explained that the focus of the Corporate Plan was on having clear outcomes and how the organisation could work together to achieve this. The Committee was informed that collaboration was the key focus of the organisation and was at the heart of the vision for New Council. John Heneghan further advised that there was a significant focus on organisational development of the management and leadership within Kirklees. The Committee was informed that training was being rolled out, including 'Coaching as a Leadership Style' which was a combination of traditional training and more modern methods. John Heneghan explained that managers of all levels should be 'living' the New Council vision and leading by example across the organisation. The Committee agreed that the organisational development approach was vital going forward, including a focus on behaviours which were well embedded, along with a high level of understanding

across the organisation on what was expected. John Heneghan advised that over 400 staff had completed the coaching training.

In response to a question regarding the delivery of messages to all levels of management, John Heneghan explained that the appraisal process within Kirklees was used to set out clear set expectations for managers at all levels.

In response to a question regarding building capacity within communities, John Heneghan explained that a number of strands were outlined within the Corporate Plan, including achievements from 2015/2016. The Committee was advised that initiatives included Cities of Service, impact volunteering, Camoodle, Mayor's Challenge, sharing skills and space and different ways of working within the community.

John Heneghan advised the Committee that the Council was creating a different and more positive relationship with communities and that this was central to the vision of New Council. The Committee was informed that in 2014, Kirklees Council had been one of the first Council's in the UK to develop a Cities of Service programme, looking at ways of involving and supporting volunteers to achieve key outcomes for Kirklees. The Committee acknowledged that as Early Intervention and Prevention gathered momentum, Kirklees would need strong resilient communities to be able to cope with the reduction in resources to Health and Social Care.

John Heneghan advised that the funding for Camoodle was for 3 years and would finish in December 2018. The Committee was informed that the 'platform' would be developed by December 2018 and be mainstreamed and self-containing.

In response to a question regarding how to unlock community asset capacity, John Heneghan agreed to provide information to the Committee on the evaluation of the effectiveness of Camoodle (including assets) and feedback from users and their experiences.

RESOLVED -

(1) That John Heneghan be thanked for attending the meeting to give an update on the Corporate Plan 2016/17.

(2) That the Panel receive information on the evaluation of the effectiveness of Camoodle (including property assets) and feedback from users on their experiences.

13

Early Intervention and Prevention

The Committee considered a presentation on the current position on Early Intervention and Prevention work in Children's Services and welcomed Sue Richards to the meeting.

Sue Richards outlined the vision for Early Intervention and Prevention which was:-

- Working across the Council with partners and communities we will support people and families to plan ahead, stay well and get support when they need it.

- We will work together to keep people safe and help people in the most appropriate way with the resources we have available.

Sue Richards explained the Early Intervention and Prevention principles as outlined within the presentation.

The Committee was informed that further work was being undertaken to develop a common framework assessment to identify which partner organisations needed to help a family and the Council was looking at an allocated agency worker who would coordinate the support required and agencies involved for an individual or their family.

Sue Richards explained that the new Early Intervention and Prevention model would focus on a coordinated approach without duplication and advised the Committee that one of the aims of the new Early Intervention and Prevention model would be to show how different groups would be able to experience the offer. The Committee suggested that positive experiences could be shared to help spread the message.

Sue Richards explained that the Local Area Coordination (LAC) was an innovative approach to supporting people with disabilities, mental health needs and older people to achieve their vision for a good life, to support people to be part of and contribute to their communities and to strengthen the capacity of communities to welcome and include people. The Panel was informed that the Early Intervention and Prevention model and vision was aligned with the principles of Local Area Coordination.

Sue Richards advised the Committee that the Early Intervention and Prevention outcomes and measures would need to identify who the target groups were and outcomes would need to be clear for families.

The Committee was advised that the Early Intervention and Prevention model would mean new job profiles and roles for staff, in order for them to work in a more flexible and agile way. Sue Richards informed the Committee that job profiles and roles for staff within Social Care would be reviewed over the next 3 to 5 years, which would have significant implications for Human Resources and Industrial Relations. Sue Richards explained that some aspects and functions of the current delivery of the service would be transferred to the voluntary sector and communities and that this work would be phased in over 3 to 5 years in order to ensure sustainable community capacity.

Sue Richards advised the Committee that heat maps had been designed to show dispersed pockets of high deprivation and that multiple vulnerability factors known to increase the likelihood of needing formal interventions and services included loneliness, children in need, youth offending and unemployment (both adult and youth).

The Committee was advised that by the end of March 2017, the Council would have redesigned Adult and Children Social Care, which would be delivered in a phased approach.

RESOLVED -

(1) That Sue Richards be thanked for attending the meeting to give an update on Early Intervention and Prevention.

(2) That the Committee's comments and feedback be included within the EIP principles as set out within the presentation.

- 14 Date of Next Meeting/OSMC Work Programme**
The Committee considered the agenda plan for the Management Committee during the 2016/17 municipal year and agreed items for inclusion.

The Committee noted that the next meeting would be held on 25 July 2016.

RESOLVED -

(1) That the work programme and forward agenda plan be noted.

(2) That the next meeting be held on 25 July 2016.

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Contact Officer: Penny Bunker, Tel. penny.bunker@kirklees.gov.uk

KIRKLEES COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Monday 25th July 2016

Present: Councillor Julie Stewart-Turner (Chair)
Councillor Cahal Burke
Councillor Gulfam Asif
Councillor Ken Sims

Apologies:

In attendance: Councillor Shabir Pandor, Deputy Leader of the Council
Councillor Liz Smaje, Lead Member for the Health and Social Care Scrutiny Panel
Richard Dunne, Principal Governance & Democratic Engagement Officer, responsible for servicing the Health and Social Care Scrutiny Panel

Alaina McGlade, Governance & Democratic Engagement Officer

Observers: Richard Dunne, Principal Governance & Democratic Engagement Officer, responsible for servicing the Health and Social Care Scrutiny Panel
Alaina McGlade, Governance & Democratic Engagement Officer
Councillor Shabir Pandor, Deputy Leader of the Council & the Labour Group
Councillor Elizabeth Smaje, Lead Member for the Health and Social Care Scrutiny Panel

15 Membership of Committee

All members of the Committee were present.

16 Minutes of Previous Meeting

The Committee considered the minutes of the meeting of the Committee held on 4 July 2016.

RESOLVED – That the Minutes of the meeting of the Committee held on 4 July 2016 be approved as a correct record.

17 Interests

There were no interests declared.

18 Admission of the Public

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

19 Cabinet Priorities 2016/17

Councillor Shabir Pandor, Deputy Leader of the Council, attended the meeting to provide the Committee with an update on the cabinet priorities for the forthcoming year.

The Deputy Leader of the Council reiterated the previous year's priorities relating to meeting the reduced budget targets and advised that by 2018/19, the Council's reserves would run out. The principal challenge to the Cabinet was to effectively manage the finances to sustain Council operations.

The Deputy Leader highlighted the following areas as the main priorities:

- * Economic Resilience
- * Early Intervention and Prevention
- * Early Help Engagement
- * Future Vision for Museums, Galleries, Arts and Creative Industries services
- * Cabinet involvement in the development of the Local Plan
- * Building Services/ KNH Merger
- * Strategic Investment in the district (North and South Kirklees)
- * Communities and Cohesion
- * All Age Disability Services
- * Joint Working with the NHS
- * Asset Disposals
- * New Government Policy Changes
- * Children's Services Development
- * Continuing to Develop our Collaborative Approach with Schools
- * Ofsted Inspection
- * Budget
- * Corporate Plan for 2017/18

The Deputy Leader advised that Scrutiny involvement in the Economic Resilience Strategy and Programme of Implementation for Museums and Galleries would be helpful. He also suggested that the Committee to request a copy of Section 27 of the Housing Act to explain the legal aspect of the KNH/ Building Services contract, prior to receiving an update on this item.

An in-depth discussion on the potential impact of the Brexit vote took place and Cllr Pandor assured the Panel that these considerations were already being addressed within discussions at a regional level. The Panel highlighted their view regarding the

requirement for research to take place on implications specifically relating to Kirklees and strategic partners, especially in relation to funding received from the European Union. They also felt that, should this work be undertaken sooner, rather than later, Kirklees could be ahead of the game when the time came for voicing the requirements of individual authorities.

RESOLVED –

(1) That Cllr Pandor be thanked for attending the meeting to provide the Committee with the Cabinet priorities for the forthcoming municipal year.

(2) That the Cabinet priorities outlined by the Deputy Leader be noted and further considered as part of future work programming.

(3) That the Panel recommend research on the impact of Brexit in relation to EU funding be undertaken, specifically highlighting funding streams within Kirklees and any potential impact as a result of leaving the EU, potential replacement funding for any areas of loss and also, procurement opportunities across key partners.

(4) That the Panel recommends that urgent priority be given to the Asset Disposal strategy and that the use of ward councillors in this strategy, through appropriate communication channels, be considered.

(5) That consideration be given to the development of an improved communication strategy in relation to sharing safeguarding issues with ward councillors in their role of corporate parents.

20 Health and Social Care Scrutiny Panel Work Programme

Councillor Liz Smaje, Lead Member for the Health and Social Care Scrutiny Panel attended the Committee meeting to provide an update on the work of the Health and Social Care Scrutiny Panel.

To support the discussion a copy of the Health and Social Care Scrutiny Panel Work Programme had been circulated with the agenda.

Councillor Smaje took the Management Committee through the work programme and highlighted the progress made on a number of issues, including:

- * Changes to the GP Contracts and implications for Kirklees – This item was to be combined with the Primary Care Strategy item.
- * Proposed changes to the Podiatry Service in Greater Huddersfield – The Panel was awaiting attendance from Locala at one of their panel meetings.
- * Early Intervention and Prevention (EIP) – The Chair highlighted the need for cross working on this item between the Management Committee and the Health Panel, with Cllr Smaje being invited to attend the EIP update at the Management Committee in October 2016.
- * An update on the Joint Health Scrutiny work including the current position regarding the Right Care, Right Time, Right Place programme in Calderdale

and Kirklees Council and the implementation of Meeting the Change programme across the Mid Yorkshire Hospitals Trust.

RESOLVED -

(1) That Councillor Liz Smaje and Richard Dunne be thanked for attending the meeting.

(2) That the update on the work of the Health and Social Care Scrutiny Panel be received and noted.

21 Date of Next Meeting/ OSMC Work Programme

The Management Committee considered a draft of a proposed work programme for the 2016/17 municipal year.

Within the discussion the following issues were identified;

- * Consideration of the draft Local Plan.
- * Circulation of a copy of Section 27 of the Housing Act to explain the legal aspect of the KNH/ Building Services contract.
- * Consideration of the list of buildings highlighted for disposal/ transfer, broken down to ward level, if available.
- * That an item on the Complaints Annual Report be scheduled for the October meeting.
- * Play Strategy and the Future Waste Management Contract – pre-scrutiny work to be undertaken in September 2016, subject to portfolio holders having received updates on these areas prior to this meeting.
- * Continuing to monitor previous recommendations, accepting that some recommendations had been signed off as complete and should not be re-visited.

The Management Committee also considered arrangements for meetings for the remainder of the municipal year.

RESOLVED -

(1) That meetings of Management Committee be held on the following dates;

5 September 2016
26 September 2016
17 October 2016
7 November 2016
28 November 2016
6 January 2017
23 January 2017
13 February 2017
6 March 2017
27 March 2017
24 April 2017

(2) All meetings to start at 9.30am in Huddersfield Town Hall.

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Contact Officer: Penny Bunker

KIRKLEES COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Monday 5th September 2016

Present: Councillor Julie Stewart-Turner (Chair)
Councillor Cahal Burke
Councillor Ken Sims
Fatima Khan-Shah (Co-optee)

Apologies: Councillor Gulfam Asif
Reverend Richard Burge (Co-Optee)

In Attendance: Councillor Rob Walker (Observer)

22 Membership of Committee

Apologies for absence were received from Cllr Gulfam Asif and Rev Richard Burge, Statutory Co-optee.

23 Minutes of Previous Meeting

RESOLVED – That the Minutes of the meeting of the Committee held on 25 July 2016 be approved as a correct record.

24 Interests

No Interests were declared.

25 Admission of the Public

It was agreed that all items be considered in public session.

26 Update on the Work of the CSE Panel and Corporate Parenting Board

Councillor Erin Hill, Cabinet Portfolio Holder, attended the meeting to provide an update on the work of the Child Sexual Exploitation and Safeguarding Member Panel and the Corporate Parenting Board. Copies of the Terms of Reference for both Panels were attached together with the Minutes of recent meetings.

Councillor Hill summarised the areas of work that the CSE Panel had recently been considering which included an update from the Police on operational work in respect of historic CSE cases. A more formal update on recent Police operations was expected at the Panel in October 2016.

The Panel had met with representatives of the Children's Society to hear about work being undertaken in secondary schools. The intention was to roll out the Children's Society's work to the primary sector aimed at age 7 to 8 as the starting point. There was some challenge from providers about the appropriateness of the subject matter to younger children. The CSE Panel was also maintaining an overview of the progress in addressing practice issues within Children's Services. It was recognised that the Ad Hoc Scrutiny Panel was considering the detail of the work of the Development Board which was leading the refresh work within Children's Services. Councillor Hill indicated that the Multi-Agency Safeguarding Hub and the CSE case management elements were also being considered and would be looked at on a partnership basis.

Councillor Hill continued to update on the work of the Corporate Parenting Board which was entering its second year. The intention was to hold more frequent meetings.

Councillor Hill reported on proposals for the regionalisation of adoption and the Board would maintain an overview of the practical implementation that would have to be put in place to move to a regional approach. Councillor Hill felt that it would be a positive step and a way of addressing the ongoing placement sufficiency issues as well as potential budget concerns.

The Board had considered a Looked After Children Strategy and approved a first version although it was recognised that the Strategy was an ongoing piece of work and would be further developed.

Councillor Hill advised the Committee on the Wood Review which was a national review of safeguarding governance within Local Authorities. The Review highlighted issues including social care reviews and the role of the Safeguarding Children Board. The review indicated that there should be a greater role for the Police. In respect of serious case reviews the need to change the emphasis of the reviews to ensure it was a lesson learned experience rather than a mechanism for blame, had been highlighted.

Councillor Hill also reported on a national consultation regarding mandatory reporting which proposed that professionals including teachers social workers, nurses, etc. would have a mandatory duty to report immediately if they had any concerns about a child's welfare. She had concerns about the significant resource implications for the Council if mandatory reporting was introduced.

In considering the information presented by Councillor Hill, there followed a discussion on the role of Ward Councillors in respect of understanding what was going on within their Ward and being able to support partners. Whilst it was recognised that individual cases would usually be highly confidential, it was felt that more statistical information about hotspots for particular issues, may be useful to

Ward Councillors who could feed in local knowledge. It was acknowledged that previously available data had been insufficient to identify specific problem areas but that this had been addressed. Councillor Hill indicated that if Members were aware of specific cases, she was always available to discuss their concerns.

Councillor Burke had been informed that an outreach worker was being appointed to work with boys and young men where referrals were increasing but it was still an area of under reporting. Councillor Burke asked for an update on the position regarding the recruitment of the worker.

The Committee identified that young people with learning disabilities were a particular at risk area and asked about specific work that was being undertaken to protect such vulnerable groups. It was suggested that the Assistant Director for that area of work could provide an update to the Committee.

Fatima Khan-Shah, a Statutory Co-optee, raised the issue that safeguarding training was not mandatory for Governing Bodies. She felt that it was important that governors understood the issues so that they could challenge constructively. In response Councillor Hill indicated that it was up to individual schools to buy in the training. Councillor Walker, who attended the Committee meetings as an observer, indicated that the governing bodies he was a member of had commissioned such training and he agreed that it would be beneficial to all governing bodies.

Councillor Sims welcomed the improvements in taxi licensing and asked Councillor Hill for a current update. Councillor Hill commended the work of the staff in Licensing areas and the more consistent regulatory decisions. There remained a challenge regarding licensing outside of the West Yorkshire area and cross border working.

RESOLVED -

(1) That Cllr Erin Hill be thanked for attending the meeting and providing an update on the work of the CSE Safeguarding Member Panel and the Corporate Parenting Board.

(2) That Cllr Hill provide the Committee with a copy of the Looked After Children Strategy and the position regarding the Outreach Worker appointment.

27 Crime & Disorder Update - Partnership Plan theme - Protecting People from Serious Harm

In its statutory role as Crime and Disorder Committee, the Overview and Scrutiny Management Committee received an update on the Kirklees Community Safety Plan, focusing particularly on the Protecting People from Serious Harm theme.

The Committee noted that the priorities within the Community Safety Plan 2015-18 were:

- Increasing confidence and satisfaction
- Reducing crime

- Tackling anti-social behaviour
- Protecting people from serious harm

As previously identified by the Management Committee the discussion continued to focus on protecting people from serious harm which included a broad range of areas such as child sexual exploitation, domestic abuse, human trafficking and preventing violent extremism. Councillor Masood Ahmed, Cabinet Portfolio Holder, Chris Walsh, Safer Kirklees Manager and Rebecca Strutt, Senior Safer Kirklees Partnership Officer attended the Management Committee for the discussion.

In introducing the item Chris Walsh explained that the Community Safety Partnership had developed good links with the Safeguarding Boards and was also using District Committees as part of consultation mechanisms in developing the Partnership Plan. The Plan recognised that within each theme preventing criminal activity occurring in the first place was the primary ambition. If that was not possible then identifying issues as soon as possible and stopping further activity was the next step.

Mr Walsh continued to outline the tiered Safer Kirklees approach which included how partners can problem solve using intelligence, tools and powers. The fourth tier focused on tackling the underlying issues, such as drugs and alcohol and mental health, through working with specialist services. Built into processes was an evaluation mechanism to ensure that measures achieve the intended outcomes.

The Committee continued to discuss the role of education in the Prevent and hate crime areas of work. It was suggested that schools played an important role in opening conversations with young people on current and contentious issues. It was accepted that some parents may be uncomfortable with such approach but it was felt that schools should be taking a positive and proactive role in this aspect of young people's education.

In response the Cabinet Member indicated that there was an engagement team within the community cohesion function and one of their roles was to work with schools, both primary and secondary to support them in having those conversations. They also helped teachers to understand signs of underlying issues and enable them to refer appropriately. The Management Committee agreed that it would be appropriate to receive an up date briefing on the PSHE curriculum within schools and understand how the discussions on current and difficult areas around Crime and Disorder, such as radicalisation and violent extremism were being addressed in schools.

The Committee continued to discuss the human trafficking area of work and had received a copy of the Kirklees Human Trafficking Strategy. Rebecca Strutt outlined recent work in the Kirklees District which included being part of the national referral mechanism pilot until March 2017. The Committee noted that between July 2015 and July 2016 79% of referrals had been within West Yorkshire. This had included 27 referrals from the Kirklees District. The 5 Local Authorities within West Yorkshire were working together to try to share good practice and build effective partnerships.

Key achievements to date had included:

- Improvement in soft intelligence procedures
- Stronger families worker
- Delivery of awareness raising training particularly with frontline staff including midwives, housing workers and head teachers
- Safeguarding training to faith groups and community organisations
- Delivery of E-safety training

The next steps included the development of an intelligence profile and further progress in respect of the national referral mechanism. The intention was also to publicise successful investigations and prosecutions as a means of better promoting the consequences of criminal behaviour.

There followed a discussion on the impact of the reduction in community policing. In response the Cabinet Member indicated that there had been discussions at the Police and Crime Panel and most recently there had been a recruitment drive to appoint approximately 600 new officers including special constables. A Ward Manager approach was being put in place. Chris Walsh indicated that there were discussions across Council Departments about how the Council made better use of the frontline workers who spent time in communities.

RESOLVED -

(1) That Cllr Masood Ahmed, Chris Walsh and Rebecca Strutt be thanked for attending the meeting.

(2) That the update on the Protecting People from Serious Harm Partnership Plan theme, including work on human trafficking be noted.

(3) That officers co-ordinate a response to the issues identified at the meeting.

28 Date of Next Meeting/ OSMC Work Programme

The Management Committee considered arrangements for future meetings and its agenda plan. It was agreed that a discussion on PSHE (Personal, Social, Health and Economic Education) curriculum would be added to the agenda plan for the meeting on 6 January 2017.

RESOLVED -

(1) That the next meeting of the Committee be held on 26 September 2016.

(2) That a decision on PSHE be included on the agenda for the meeting on 6 January 2017.

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KIRKLEES COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Monday 26th September 2016

Present: Councillor Julie Stewart-Turner (Chair)
Councillor Cahal Burke
Councillor Gulfam Asif
Councillor Ken Sims

In attendance: Kim Brear, Assistant Director, Place
Helen Geldart, Head of Housing Services
Linda Beckett, Economic Resilience Programme Manager
Penny Bunker, Governance Manager

29 Membership of Committee

Noted.

30 Minutes of Previous Meeting

RESOLVED - That the Minutes of the meeting of the Committee held on 5 September 2016 be deferred to the next meeting.

31 Interests

No interests were declared.

32 Admission of the Public

Agreed that all items be considered on public session.

33 Housing Futures Update

The Management Committee received an update on the progress made on the merger of Building Services and Kirklees Neighbourhood housing.

The Committee noted that in February the decision was made by Cabinet to proceed with the merger. Delegation of aspects of the decision including legal

issues and TUPE arrangements for staff were delegated to the Director of Place. The final decisions were taken by the Director of Place earlier in September 2016.

Kim Brear continued to provide an update on the work that was being undertaken including arrangements to move Building Services staff and the finance team across to KNH with effect from 17 October. It was noted that there were approximately 500 staff affected by TUPE rules. The company being formed was a Teckal company which meant that it was a wholly owned company of the Council.

Under the EU rules a Teckal company can undertake 80% of its work from the subsidising shareholder which would leave a remaining 20% for options of work outside of the local authority. Work was under way to look at how the 20% could be maximised after insuring value for money and a delivery of quality services for the Council.

The Committee was informed by April it was anticipated that the transition to the new arrangement would be finalised and new formal governance arrangements in place. The KNH Board would continue and include Council, independent and tenant representatives. An annual report on the performance of the company would be submitted to Full Council. The portfolio holder and Council officers would undertake a quarterly review to keep updated on the financial performance and service performance of the new company.

The Management Committee questioned how the new company would ensure its competitiveness and represent value for money for the Council. Kim Brear explained the set fee approach which would be based on business plans which included value for money information and evidence of competitiveness. The Cabinet was clear that there needed to be efficiencies achieved as part of the move to a new Teckal company.

The Management Committee asked about the involvement of unions. Ms Brear indicated that there had been regular meetings with the unions over the last 9 months and concerns that had been raised had been addressed. These were mainly issues around staff terms and conditions and pensions.

The Management Committee determined that a further update report was not required however Councillor Asif, as Scrutiny lead member would maintain an overview of progress. Councillor Asif indicated that he would wish to understand the plans for the trading of services up to 20% and how Building Services would secure this additional income.

RESOLVED –

- (1) That Kim Brear and Helen Geldart be thanked for attending the meeting.
- (2) That future monitoring of the progress of the merger between Kirklees Neighbourhood Housing and Building Services be monitored at Scrutiny Lead Member briefings.

34 Date of Next Meeting/OSMC Work Programme

The Management Committee considered arrangements for its next meeting and agreed that it would be held on Monday 17 October 2016 at 9.30am in the Town Hall, Huddersfield. The agenda for the meeting included flood risk and the complaints annual report. Sue Richards, Assistant Director, Early Intervention and Prevention would return with a further update on the progress of work in Children's Services.

The Management Committee agreed to move the School Bereavement Policy Ad Hoc Panel Report to 6 January 2017. An item on assets including the role of Members in informing decision making, was added to the agenda for 7 November 2016.

RESOLVED –

- (1) That the next meeting of the Committee be held on Monday 17 October 2016 at 9.30am.
- (2) That the agenda plan for Monday 7 November be amended to include an update on Asset Management.
- (3) That the School Bereavement Scrutiny Task Group Report be submitted to the meeting on Friday 6 January 2017.

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Contact Officer: Steve Copley

KIRKLEES COUNCIL
PERSONNEL COMMITTEE

Thursday 14th July 2016

Present: Councillor David Sheard (Chair)
Councillor Shabir Pandor
Councillor Martyn Bolt
Councillor Terry Lyons
Councillor Peter McBride
Councillor Graham Turner
Councillor John Lawson
Councillor John Taylor

Apologies: Councillor David Hall
Councillor Nigel Patrick
Councillor Nicola Turner

1 Membership of the Committee

Apologies for absence were noted on behalf of Councillors David Hall, Nigel Patrick and Nicola Turner.

Councillors John Lawson and John Taylor were present as substitutes.

2 Minutes of Previous Meeting

The Minutes of the Personnel Committee meetings on 14 April and 25 May 2016 were approved.

3 Interests

No interests were declared.

4 Admission of the Public

Members resolved to consider items 9 and 10 in private session, as they contain exempt information. The details and reasons are set out at the start of each item.

5 Public Question Time

No questions were received.

6 Member Question Time

No questions were received.

7 Deputation/Petitions

No deputations or petitions were received.

8 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 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, as specifically stated in the under mentioned minutes.

9 Succession Planning and Managing Change

(Exempt information relating to particular employees. The public interest in maintaining the exemption, which would protect the rights of the individual under the Data Protection Act 1988, outweighs the public interest in disclosing the information and providing greater openness in the council's decision making)

Following a report at the Personnel Committee on 14 April 2016, Adrian Lythgo provided a report to seek approval and a steer on some new and proposed management arrangements for discharging the Council's functions and providing services that will underpin the achievement of New Council and align senior officer capacity and structure with the needs of the organisation for the medium term.

The report also explained that the Council's management arrangements need to be effective within the financial constraints facing the Council and achieve the approved budget reduction relating to the Council's senior management structure of £489,000 for 2017/18.

Adrian Lythgo also explained that the report sought agreement to changing the nature of Directors roles in the Autumn of 2016, and using the approach set out in the previous Personnel Committee report of 14 April 2016, to achieve some early savings before those that are required in 2017/18

Adrian Lythgo answered questions on the content of the report, along with its four appendices. These set out more information on:-

- The opportunities to develop new profiles and roles for Directors (Executive Directors), Assistant Directors (Service Directors) and their senior managers in 2016.
- The strategic and operational functions associated with the work of the New Council in 2016/17
- The stage reached with the current thinking on the future shape of the council
- An approach to manage voluntary retirement, exit options and skills for the future.

RESOLVED – That the Personnel Committee approves the following recommendations within the report:-

- (1) That the roles of Deputy Chief Executive and Executive Directors in the Council going forward should be focussed on strategic direction, the commissioning of outcomes and the risk and performance management of outcomes dictated by Council.
- (2) That the roles of Service Directors should be focussed on strategic implementation and direct responsibility for services.
- (3) That strategic functions should be exercised across the Council as a whole and that future Executive and Service Director future roles will not involve a mix of corporate and service functions.
- (4) That Personnel Committee delegate responsibility to the Chief Executive and Directors in the Executive Team to approve business cases for the early achievement of savings, where it is appropriate to do so.
- (5) That Personnel Committee has determined that the balance between Executive and Service Director roles should give priority to maximising capacity for Service Director posts and that as a consequence there will be 3 Executive Director roles. Adrian Lythgo, Chief Executive, to develop the new arrangements and management structures for 2016/17, based on this decision.
- (6) That Personnel Committee approve the recruitment process set out in paragraph 5 of the report to fill the two vacant posts of (i) Assistant Director for Family Support and Child Protection, and (ii) Assistant Director for Adult Social Care and Wellbeing. This will require the establishment of a member appointment panel, or panels, based on a ratio of 2.1.1.
- (7) Chief Executive to revise and update the report in light of today's discussion and decisions
- (8) Chief Executive to provide a progress report for members of the Personnel Committee in September 2016.

10 Update on Human Resources and Industrial Relations and Trade Union Relationships in the New Council

(Exempt information relating to consultations or negotiations, or contemplated consultations and negotiations, in connection with a labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority. The need to maintain confidentiality around negotiations with the trade unions outweighs the public interest in disclosing the information)

Further to the Personnel Committee on 14 April 2016, the Committee received a verbal update from Jacqui Gedman and Debra Ladlow, HR Manager, on the progress being made in the discussions with the trade unions to try to develop the working arrangements between the management and trade unions in 2016/17.

The progress report highlighted:-

- The progress made with the development and use of the service review process, plus the working relationships between the management and trade union sides, following the completion of a collective agreement and memorandum of understanding at the end of March 2015.
- That the total number of trade union representatives, plus time allocated to them for their trade union duties, will be based on some new ratios based on the total number of members that they have working in Kirklees in 2016/17
- That work is being undertaken to create some transparent records of the time that trade union representatives are taking off for their trade union duties under a series of broad headings. This will include looking at the use of time to deal with formal and any other ad hoc duties.
- Kirklees UNISON has an e-mail address, which officers from HR will look to develop the use of in 2016.

Members of the Personnel Committee agreed to receive this report, but asked officers to clarify the rules surrounding:-

- How the arrival or creation of any new trade unions in Kirklees would be recognised by the council, and
- The provision and recording of time off for trade union representatives to attend Cabinet and Council meetings to present deputations, petitions and questions

RESOLVED - That the Personnel Committee notes the progress report and supports the work that is being undertaken to develop the working arrangements between the management and trade unions in 2016/17

Contact Officer: Steve Copley

KIRKLEES COUNCIL
PERSONNEL COMMITTEE

Monday 19th September 2016

Present: Councillor David Sheard (Chair)
Councillor Shabir Pandor
Councillor Martyn Bolt
Councillor David Hall
Councillor Terry Lyons
Councillor Nicola Turner
Councillor Peter McBride
Councillor Graham Turner

Apologies: Councillor Nigel Patrick

Observers: None

1 Membership of the Committee

Apologies for absence were noted on behalf of Councillor Nigel Patrick.

2 Minutes of Previous Meeting

RESOLVED - The Minutes of the Personnel Committee meeting on 14 July 2016 were approved, subject to the correction of the references to "Executive Director" in item 9. These posts will be "Strategic Directors" in the new structures.

3 Interests

No interests were declared.

4 Admission of the Public

Members resolved to consider items 9 and 10 in private session, as they contain exempt information. The details and reasons are set out at the start of each item.

5 Public Question Time

No questions were received.

6 Member Question Time

No questions were received.

7 Deputation/Petitions

No deputations or petitions were received.

8 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 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, as specifically stated in the under mentioned minutes.

9 Update on Human Resources and Industrial Relations and Trade Union Relationships in the New Council

(Exempt information relating to consultations or negotiations, or contemplated consultations and negotiations, in connection with a labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority. The need to maintain confidentiality around negotiations with the trade unions outweighs the public interest in disclosing the information)

Further to the Personnel Committee on 14 July 2016, the Committee received a verbal update from Jacqui Gedman and Debra Ladlow, HR Manager, on the progress being made in the discussions with the trade unions to try to develop the working arrangements between the management and trade unions in 2016/17.

The report highlighted:-

- The progress in the discussions between the management and trade union sides with the HR/IR issues to-date

- Those issues which some trade unions may try to escalate for industrial action in 2016/17

- The opportunity to introduce some changes by 1 April 2017, as proposed and supported at the Personnel Committee (14 July), which will see total number of trade union representatives for UNISON, GMB and UNITE, plus the formal time off that is allocated to them for their trade union duties, being based on some new ratios based on 1:1000 for the total number of members that they have working in Kirklees in 2016/17.

All members of the Personnel Committee agreed to support this proposal and work on the full implementation of these changes by 1 April 2017, and asked officers to work with the trade unions to help make the transition in the period from October 2016 to March 2017.

Members of the Personnel Committee also asked officers to follow up on:-

- What opportunities and savings these changes will generate
- The creation of some transparent records of the time that the trade union representatives are taking off for their trade union activities under a series of broad headings. This will include looking at the use of time to deal with formal and other ad hoc duties. Members felt that the work of the trade union stewards should focus on helping with the work on the changes, reviews and savings that will be taking place within directorates and services.
- How we can propose and promote some changes about the behaviours and expectations of those managers, staff and trade union representatives who continue to choose to lobby Cabinet and Council meetings to their present their deputations, petitions and questions.

RESOLVED - Members of the Personnel Committee agreed to:-

- (1) Receive this progress report. A further progress report will be shared at the next Personnel Committee meeting.
- (2) Fully support the proposal to implement changes by 1 April 2017 which will see the total number of trade union representatives for UNISON, GMB and UNITE, plus the formal time off that is allocated to them for their trade union duties, being based on some new ratios based on 1:1000 for the total number of members that they have working in Kirklees in 2016/17.
- (3) Review the progress and success of these arrangements on an annual basis, along with an update on the membership figures for UNISON, GMB and UNITE.

10 Succession Planning and Managing Change

(Exempt information relating to particular employees. The public interest in maintaining the exemption, which would protect the rights of the individual under the Data Protection Act 1988, outweighs the public interest in disclosing the information and providing greater openness in the council's decision making)

Following a report at the Personnel Committee on 14 July 2016, Adrian Lythgo provided a report to seek approval the proposed role descriptions of the new Strategic Directors, approval of a new senior management structures consisting of Strategic Directors and Service Directors and arrangements to implement the arrangements and changes by 31 March 2017.

Adrian Lythgo answered questions on the content of the report, along with its appendices. This provided more information on:-

- The proposed role descriptions of the Strategic Directors. *(Further information on the role descriptions of the Service Directors will be provided in due course.)*
- A proposal to codify the role of Deputy Chief Executive in to a post with an implementation date in line with the full implementation of the new structures.
- The structure and the relationship between the three Strategic Directors and the Service Directors
- The process to try to recruit to these posts by 31 December 2016 and by no later than 31 March 2017
- The transitional arrangements to help the organisation move to the new structures by 1 April 2017.
- The senior managers who have already expressed an interest to exit the organisation in 2016/17

RESOLVED - Members of the Personnel Committee agreed to approve and support the following recommendations within the report:-

- (1) That Personnel Committee approves the proposed senior structure of the Council, subject to the Chief Executive making some minor corrections to Annex A and C.
- (2) That Strategic Director role descriptions be agreed as a basis for conducting interviews to those posts and that member interviews, on the basis of a 2.1.1 ratio, be carried out to the timescales set out in the implementation plan. The Chief Executive will also add more information to these role descriptions to help clarify the expectations of these officers in working with elected members.
- (3) That members of the Personnel Committee – or the Leaders and Deputy Leaders of the political groups – be invited to sit on the(se) appointment panels. The Chair of the Overview and Scrutiny Management Committee will also be invited to sit on the same panel(s) as an observer.
- (4) That the implementation process and timescales for the Strategic Director tier be agreed
- (5) That the implementation plan and timescales for the new Service Director roles be agreed and that approval be given to the establishment of member panels on the same political ratio as set out above following the approval of role descriptions for the Service Director posts.
- (6) Confirmation of the ongoing role of Deputy Chief Executive and the codifying of the role in to a post to a timescale consistent with the full implementation of the new

Personnel Committee - 19 September 2016

structure including a recruitment process to run concurrently with the interviews for the Strategic Directors.

(7) To note the transitional arrangements proposed by the Chief Executive in his role as head of paid service.

(8) To note the retirement of those senior officers as reported to the Personnel Committee by the Chief Executive

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Contact Officer: Steve Copley

KIRKLEES COUNCIL

POLICY COMMITTEE

Thursday 14th April 2016

Present: Councillor Carole Pattison (Chair)
Councillor Andrew Cooper
Councillor Naheed Mather
Councillor Nicola Turner
Councillor Sheikh Ullah

In attendance: None

1 Membership of the Committee

Apologies for absence noted on behalf of Cllrs Eric Firth, David Hall, Robert Light, Andrew Marchington, Marielle O'Neill and Andrew Palfreeman.

2 Minutes of Previous Meeting

The Minutes of the Policy Committee meeting on 7 March 2016 were approved.

John Heneghan, Head of Policy and Strategy, also provided an update on the steps which officers will take to implement the "Inclusion and diversity policy statement for 2016/17", which was approved by the Policy Committee, Cabinet and Council meetings in March 2016.

3 Interests

No interests were declared.

4 Admission of the Public

The meeting was held in public session.

5 Deputations/Petitions

No deputations or petitions were received.

6 Member Question Time

No questions were submitted.

7 Policy Committee - Programme of Work for 2015/2016

Following on from the Policy Committee on 7 March 2016, members considered a report which summarised the stage reached with the work of the following informal task and finish groups in 2015/16:-

(i) Equality and diversity (Outcome reported to Cabinet (8 March) and Council (23 March)

(ii) Working with schools and their roles as hubs in the local communities (Chair - Cllr Carole Pattison)

(iii) Sustainable communities (Chair – Cllr Naheed Mather)

(iv) Passive housing (Chair – Cllr Andrew Cooper)

Cllrs Pattison, Mather and Cooper also provided updates on the work of their groups, which identified the stage reached in the preparation of each of the draft policy statements. The recommendations on each of these items, some of which are still work in progress, are summarised below.

Cllr Pattison, as Chair of the Policy Committee, also thanked members and officers for their work and their involvement in the task and finish group meetings in 2015/16. Members also expressed how much they had enjoyed the opportunities to meet and work together on an informal basis in these meetings.

RESOLVED – Members of the Policy Committee agreed that:-

(1) The progress report be received and noted

(2) The work of the task and finish groups, including their work on their draft policy statements, should progress, as follows:-

Working with schools and their roles as hubs in the local communities

The draft policy statement to be referred to Cabinet for consideration, as a draft and working document, following which it will be shared with each of the political groups. The outcome and the work on the final version of the policy statement will be reported back to Cabinet for approval. News of that decision will then be shared with Council.

Adrian Lythgo will also make arrangements to share news of the work on the draft policy statement with all councillors and their political groups in May 2016

Sustainable communities

The draft policy statement to be referred to Cabinet for consideration as a draft and working document, following which it should be released for public consultation and development via the District Committee meetings in 2016/17. The outcome and the work on the final version of the policy statement will be reported back to Cabinet for approval. News of that decision will then be shared with Council.

Passive housing

Members and officers to complete a draft policy statement following their final task and finish group meeting in April 2016, so that this can be shared with members of the Policy Committee.

The draft policy statement should also be referred to the Cabinet for consideration and receipt at this stage, as it will need to be considered again alongside the work on the Local Plan in 2016/17.

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Contact Officer: Steve Copley

KIRKLEES COUNCIL

POLICY COMMITTEE

Monday 12th September 2016

Present: Councillor Rob Walker (Chair)
Councillor Andrew Cooper
Councillor David Hall
Councillor James Homewood
Councillor John Lawson
Councillor Hilary Richards
Councillor Cathy Scott
Councillor Mohan Sokhal
Councillor John Taylor

Apologies: Councillor Fazila Fadia
Councillor Robert Light
Councillor Sheikh Ullah

Observers: Councillor Gemma Wilson

1 Membership of the Committee

Cllr Rob Walker welcomed members to the first meeting of the Policy Committee in the 2016/17 municipal year.

Apologies for absence were noted on behalf of Cllrs Fazila Fadia, Robert Light and Sheikh Ullah. Cllrs Cathy Scott and Mohan Sokhal substituted for Cllrs Cllrs Fazila Fadia and Sheikh Ullah.

2 Minutes of Previous Meeting

RESOLVED - The Minutes of the Policy Committee meeting on 14 April 2016 were approved as a correct record.

3 Interests

No interests were declared.

4 Admission of the Public

Today's meeting was held in public session.

5 Public Question Time

No questions were submitted

6 Deputations/Petitions

No deputations or petitions were received.

7 Member Question Time

No questions were submitted

8 Policy Committee - Arrangements and Programme of Work for 2016/17

The Committee considered a report by the Assistant Director for Legal, Governance and Monitoring which sought members approval to:-

(a). The proposed arrangements for the meetings and work of the Policy Committee in 2016/17, based on the decisions and methodology used in 2015/16

(b). Permission to complete the work which is outstanding from 2015/16 on the draft policy statements on:-

- Sustainable communities
- Working with schools and their roles as hubs in the local communities
- Passive housing

(c). The nomination of a number of new and potential topics for review in 2016/17.

The discussion focused on (c) above, and the following five potential topics – policy issues - put forward for review to-date by Directors and Cabinet Members.

The comments of the members of the committee are also summarised under each item:-

(1). Waste management strategy - The changing national policy context, the current waste management contract and the strategy to be adopted moving forward.

Need to be clearer about the brief and scope, plus the timing of the review as officers are actively involved in negotiations on a new waste management contract.

The review of policy should include looking at waste minimisation, recycling and recycling rates and the “circular economy” (economic, recycling and waste)

(2). Education in Kirklees – Changes in our working environment - The potential impact of emerging government policy in Kirklees including emerging proposals around the use of selection in admissions and the nature of the Councils relationships with schools and academies

Need to be clearer about the brief and scope.

These are important issues. However, some of these are national issues and beyond our control and influence. It may be more appropriate to look at something which is more local, manageable and topical. For example, the school admissions policy in Kirklees in light of growing demand from parents for places at some local schools, plus the Local Education Authority’s communications and working relationships with schools.

(3) Local Plan - How we maximise delivery of housing numbers to respond to increasing demand.

Need to be clearer about the brief and scope

It may be better to focus on how we increase and maximise on the delivery of housing, the organisations that could be created to help do this and the demands on the facilities and infrastructure in those areas where the houses are built.

(4) Kirklees and its green infrastructure - How green infrastructure supports economic growth and the policy opportunities for the council with regards to this agenda.

Need to be clearer about the brief and scope.

It would be worth looking at the policy and what we mean when we talk about green infrastructure, plus its links to economic growth in Kirklees. Plus, what we can do to support those local business and ventures which are put forward for approval, development and support in Kirklees. The implications also need to be considered.

(5) Procurement and social value(s) - How the councils procurement policy should be reviewed to consider the opportunity to maximise social value.

Need to be clearer about the brief and scope.

The funding and expenditure available to local authorities is becoming increasingly limited, so how can the council work with local companies and firms to help them compete for our contracts and tenders and work. It can be difficult for some local

firms to meet some of the expectations and rules which the council and its partners set.

RESOLVED – Members of the Policy Committee went on to resolve that:-

(1) The arrangements for the meetings and work of the Policy Committee in 2016/17, as set out in the report, be approved

(2) Members and officers to complete the work on the following topics from 2015/16, in order to present reports to Cabinet:-

- Sustainable communities
- Working with schools and their roles as hubs in the local communities
- Passive housing

(3) Officers be asked to prepare a further report for the next Policy Committee with further information on the potential brief and scope and best dates for the review of each of the items described above, so that formal presentations can be presented to subsequent meetings. The presentations will help members to determine which particular areas of policy need to be reviewed in 2016/17.

9 Policy Committee in 2015/16 - Work on a Policy Statement on Passivhaus

Following on from item 8 above, Cllr Andrew Cooper introduced a draft report and set of recommendations on behalf of a Policy Committee task and finish group that had been established to review the topic of “Passive housing” in order to produce a draft policy statement for the Policy Committee to consider.

Cllr Andrew Cooper reported on the work of the task and finish group, which has involved Cllrs Andrew Marchington, Naheed Mather and Gemma Wilson to-date

Members of the Policy Committee agreed to receive the report, but went on to discuss the report and the policy statement and the recommendations made for a phased and three stage approach to help develop the options and use of passivhaus in Kirklees for some - not all - housing developments in the period from 2016 -2026. The three phases would involve – pathfinding, mainstreaming and adoption by the market.

The discussion focused, in summary, on the following concerns and questions:-

- The need for some more scenario planning to check the potential and the timescales involved
- The need for more engagement and stakeholder analysis with those developers, building firms and housing organisations that could be involved in delivering on these changes e.g. Are they ready?
- The consequences and implications of promoting the development of passivhaus e.g. reduced energy bills may be possible, but the increased costs of

building passive homes could potentially be reflected in the price of those homes and then the increased costs of the mortgage or rents that the owners and tenants may have to pay over the longer term.

- Living in passivehaus homes does require the owners or tenants to adapt their behaviours in order to achieve the benefits and savings.

The Committee went on to discuss how these issues could be addressed in order that a revised policy statement can be prepared for the Policy Committee, and before the item is referred to Cabinet for attention.

RESOLVED -

(1) The work on the draft report and its policy statement and recommendations to-date be received at this stage.

(2) Cllr Andrew Cooper to organise a further meeting with members of the task and finish group, plus any of the current members of the Policy Committee, to try to address the concerns and questions raised in today's meeting

(3) The outcome and the work on the development of the policy statement and its recommendations to be considered at a future meeting of the Policy Committee.

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 16th June 2016

Present: Councillor Mohan Sokhal (Chair)
Councillor Paul Kane
Councillor Carole Pattison
Councillor Andrew Pinnock

1 Membership of the Committee

There were no substitutions of membership.

2 Minutes of the Previous Meeting

RESOLVED – That the Minutes of the meeting held on 19 May 2016 be approved as a correct record.

3 Interests and Lobbying

Councillors Pattison and A Pinnock advised that they had been lobbied on Application 2015/93827.

4 Admission of the Public

All agenda items were considered in public session.

5 Deputations/Petitions

No deputations or petitions were received.

6 Site Visit - Application 2015/92944

Site visit undertaken.

7 Site Visit - Application 2016/91202

Site visit undertaken.

8 Planning Applications

The Committee considered the schedule of Planning Applications. Under the provisions of Council Procedure Rule 37, the Committee heard representations from members of the public in respect of the following applications;

(a) Application 2015/93827 – Demolition of existing buildings and erection of food retail unit (A1) with associated site works, parking, access and landscaping at

former Kirklees College, Portland Street, Huddersfield – Chris Marsden (Huddersfield Civic Society), Jamie Wood, Michael Kitchen, Bill Davidson and Geoff Alvy (on behalf of the applicant)

(b) Application 2016/91202 – Change of use from nightclub/music venue to gymnasium (Class D2) – Batley Frontier, 260 Bradford Road, Batley – Joe Battye (applicant)

Under the provision of Council Procedure Rule 36(1) the Committee received a representation from Councillor S Hall, in his capacity as a Local Ward Member, in relation to Application 2015/92944 – Erection of 66 dwellings at land off White Lee Road, Batley.

RESOLVED - That the Applications under the Planning Act included in the list submitted for consideration by the Committee be determined as now indicated and that the schedule of decisions be circulated to Members.

Contact Officer: Richard Dunne, Tel. richard.dunne@kirklees.gov.uk

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 14th July 2016

Present: Councillor Steve Hall (Chair)
Councillor Bill Armer
Councillor Paul Kane
Councillor Carole Pattison
Councillor Andrew Pinnock
Councillor Donna Bellamy

Apologies:

In attendance:

Observers:

9 Membership of the Committee

The Committee noted the appointment of Councillor S Hall as Chair of the Strategic Planning Committee for the remainder of 2016/17 municipal year, by Council at its meeting held on 29 June 2016.

Councillor Donna Bellamy substituted for Councillor Donald Firth at the meeting.

10 Minutes of the Previous Meetings

The Minutes of the meetings held on 25 May 2016 and 16 June 2016 agreed as a correct record.

11 Interests and Lobbying

Councillor Armer declared an 'other' interest in Application 2014/91831 – Cockley Hill Lane, Kirkheaton and Application 2014/92535 – Shop Lane, Kirkheaton due to him being a former member of Kirkburton Parish Council and knowing people in the area.

12 Admission of the Public

All items considered in public session.

13 Deputations/Petitions

No deputations or petitions were received.

14 Site Visit - Application 2016/90647

Site visit undertaken.

15 Site Visit - Application 2016/90973

Site visit undertaken.

16 Site Visit - Application 2014/91831

Site visit undertaken.

17 Site Visit - Application 2014/92535

Site visit undertaken.

18 Planning Applications

The Committee considered the schedule of Planning Applications. Under the provisions of Council Procedure Rule 37, the Committee heard representations from members of the public in respect of the following applications;

(a) Application 2016/90973 erection of two storey school and two storey modular building and demolition of existing school at Mount Pleasant Junior Infant and Nursery School, Mount Street, Lockwood, Huddersfield, - N Nazer, Headteacher for application.

(b) Application 2014/91831 – outline planning application for erection of 60 dwellings, formation of access, public space and associated infrastructure at Cockley Hill Lane, Kirkheaton, Huddersfield, - Peter Roberts, Victoria Hickey, Brian Artingstall and Trish Mellor (all local residents).

(c) Application 2014/92535 – outline application for erection of 48 dwellings, formation of access and associated infrastructure at Shop Lane, Kirkheaton, Huddersfield, - Peter Roberts, Brian Artingstall and Trish Mellor (all local residents).

RESOLVED - That the Applications under the Planning Act included in the list submitted for consideration by the Committee be determined as now indicated and that the schedule of decisions be circulated to Members.

Contact Officer: Richard Dunne

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 11th August 2016

Present: Councillor Steve Hall (Chair)
Councillor Bill Armer
Councillor Paul Kane
Councillor Donna Bellamy
Councillor Linda Wilkinson
Councillor Mohan Sokhal

1 Membership of the Committee

Councillor Donna Bellamy substituted for Councillor Donald Firth
Councillor Mohan Sokhal substituted for Councillor Carole Pattison
Councillor Linda Wilkinson substituted for Councillor Andrew Pinnock

2 Interests and Lobbying

Councillor Bellamy declared an 'other' interest in application 2015/93850 on the ground that she was a member of Holme Valley Parish Council.

3 Admission of the Public

All items on the Agenda were considered in public session.

4 Deputations/Petitions

No deputations or petitions received.

5 Site Visit - Application 2015/93850

Site visit undertaken.

6 Site Visit - Application 2016/91780

Site visit undertaken.

7 Site Visit - Application 2016/90933

Site visit undertaken.

8 Site Visit - Application 2016/91026

Site visit undertaken.

9 Planning Applications

The Committee considered the schedule of Planning Applications. Under the provisions of Council Procedure Rule 37, the Committee heard representations from members of the public in respect of the following applications:

- (a) Application 2015/93850 – demolition of intensive poultry farm buildings and re-development of site with six detached dwellings with associated landscaping including new paddocks at New Dunsley Poultry Farm, Brow Lane, Holmfirth – Alistair Flatman (agent).

RESOLVED – That the applications under the Planning Acts including the list submitted for consideration by the Sub Committee be determined as now indicated and that the schedule of decisions be circulated to members.

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 8th September 2016

Present: Councillor Steve Hall (Chair)
Councillor Bill Armer
Councillor Donald Firth
Councillor Carole Pattison
Councillor Andrew Pinnock
Councillor Mohan Sokhal

1 Membership of the Committee

Councillor Sokhal substituted for Councillor Kane.

2 Minutes of Previous Meeting

RESOLVED – That the Minutes of the meeting held on 11 August 2016 be approved as a correct record.

3 Interests and Lobbying

Councillor Armer advised that he had been involved in discussions regarding Applications 2016/91158 and 2016/91464 in his capacity as a Parish Councillor, but had not expressed a view.

4 Admission of the Public

It was noted that exempt information had been provided to Committee in respect of Application 2014/91831.

5 Deputations/Petitions

No deputations or petitions were received.

6 Site Visit - Application 2016/90894

Site visit undertaken.

7 Site Visit - Application 2016/91158

Site visit undertaken.

8 Site Visit - Application 2016/91464

Site visit undertaken.

9 Site Visit - Application 2016/90138

Site visit undertaken.

10 Planning Applications

The Committee considered the schedule of Planning Applications. Under the provisions of Council Procedure Rule 37, the Committee heard representations from members of the public in respect of the following applications;

- (a) Application 2016/91158 - Erection of 87 dwellings and demolition of existing working mens club at Flockton Green Working Mens Club, Barnsley Road, Flockton, Huddersfield - Lin Holroyd and Jimmy Paxton (Kirkburton Parish Council) and Mark Jones (on behalf of the applicant)
- (b) Application 2016/91464 - Erection of club with flat above at Flockton Green Working Mens Club, Barnsley Road, Flockton, Huddersfield - John Whitehead (on behalf of Flockton Green Working Mens Club)
- (c) Application 2016/90138 - Outline application for erection of residential development at Land at, Lancaster Lane, Brockholes, Holmfirth - Andy Rushby (applicant's agent)

RESOLVED - That the Applications under the Planning Act included in the list submitted for consideration by the Committee be determined as now indicated and that the schedule of decisions be circulated to Members.

Contact Officer: Richard Dunne

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 6th October 2016

Present: Councillor Steve Hall (Chair)
Councillor Bill Armer
Councillor Donald Firth
Councillor Paul Kane
Councillor Carole Pattison
Councillor Andrew Pinnock

1 Membership of the Committee

There were no substitutions of membership.

2 Minutes of the Previous Meeting

RESOLVED – That the Minutes of the meeting of the Committee held on 8 September 2016 be approved as a correct record.

3 Interests and Lobbying

No interests or lobbying were declared.

4 Admission of the Public

All items on the agenda were considered in public session.

5 Deputations/Petitions

No deputations or petitions were received.

6 Site Visit - Application 2016/92420

Site visit undertaken.

7 Site Visit - Application 2016/92066

Site visit undertaken.

8 Planning Applications

The Committee considered the schedule of Planning Applications. Under the provisions of Council Procedure Rule 37, the Committee heard representations from members of the public in respect of the following application;

- (a) Application 2016/92420 - Erection of college building and associated infrastructure works at Former Safeway Store, Commercial Road, Dewsbury – Richard Lockey (Architect) and Melanie Brook (speaking on behalf of the applicant)

RESOLVED - That the Applications under the Planning Act included in the list submitted for consideration by the Committee be determined as now indicated and that the schedule of decisions be circulated to Members.