

# Kirklees Council



Monday 3 July 2017

Dear Councillor

**The Council will meet on Tuesday 11 July 2017 at 5.30 pm at Council Chamber - Town Hall, Huddersfield.**

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

At 7.00pm there will be a 30 minute break. Representatives from Kirklees Action Alliance, Carers Count and the Partnership Commissioning Manager for Older People will be providing information stands in the Reception Room.

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.

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**2: Apologies for absence**

Group Business Managers will report and apologies for absence.

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**3: Minutes of Previous Meeting**

1 - 10

To receive the Minutes of the meeting of Annual Council, held on 24 May 2017.

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**4: Declaration of Interests**

11 - 12

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

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**5: Petitions**

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

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**6: Deputations/Petitions**

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

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**7: Questions by Members of the Public**

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

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- 8: Armed Forces Covenant** 13 - 20
- To receive a report detailing the revised Armed Forces Covenant.
- Contact: Vina Randhawa, Senior Area and Neighbourhood Action Co-Ordinator
- 
- 9: Appointment of Chief Executive and Head of Paid Service (Reference from Personnel Committee)** 21 - 24
- To consider the report.
- Contact:
- 
- 10: Council Financial Outturn and Rollover Report 2016-2017 (Reference from Cabinet)** 25 - 76
- To consider the report.
- Contact: Eamonn Croston, Strategic Finance Manager
- 
- 11: Proposals for use of the new monies for Adult Social Care announced by the Chancellor in the Spring Budget 2017 (Reference from Cabinet)** 77 - 88
- To consider the report.
- Contact: Richard Parry, Strategic Director – Adults and Health
- 
- 12: Corporate Plan 2017/2018 (Reference from Cabinet)** 89 - 92
- To consider the report.
- Contact: Andy Simcox, Council Business Manager
-

### **13: Written Questions to the Leader and Cabinet Members**

93 - 98

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 on the day prior to the Council meeting).

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

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### **14: Minutes of Meetings of Cabinet**

99 - 128

To receive information; the minutes of Cabinet held on 7 March, 27 March, 4 April, 2 May and 30 May 2017.

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### **15: Holding the Executive to Account**

- (a) To receive and update on the Strategy and Strategic Resources, now Council and Regional Issues Portfolio from Cabinet Members:

Councillor Sheard – Leader of the Council  
Councillor Pandor – Deputy Leader of the Council

- (b) Oral questions/comments to Cabinet Members of their Portfolios and relevant Cabinet Minutes;
- a) Adults and Health Portfolio (Councillors Kendrick and Scott)
  - b) Children's Portfolio (Councillors Ahmed and Hill)
  - c) Corporate Portfolio (Councillors Khan and Turner)
  - d) Economy Portfolio (Councillors Mather and McBride)
-

## **16: Minutes of Other Committees**

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

## **17: Written Questions to Chairs of Committees and Nominated Spokespersons**

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To receive written questions to Chairs of Committees and Nominated Spokespersons in accordance with Council Procedure Rule 12 (1).

(Note: The deadline for the submission of written questions is 10.00am on the day prior to the Council meeting).

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## **18: Oral Questions to Committee Chairs and nominated Spokespersons of Joint Committees/External Bodies**

- (a) Appeals Panel (Councillor Dad)
- (b) Corporate Governance and Audit Committee (Councillor Richards)
- (c) Corporate Parenting Panel (Councillor Hill)
- (d) Employee Relations Sub Committee (Councillor Sheard)
- (e) Health and Wellbeing Board (Councillor Sheard)
- (f) Licensing and Safety Committee – including Licensing Panel and Regulatory Panel (Councillor Pattison)
- (g) Overview and Scrutiny Management Committee (Councillor Stewart-Turner)
- (h) Personnel Committee (Councillor Sheard)
- (i) Planning Sub Committee – Heavy Woollen Area (Councillor Kane)
- (j) Planning Sub Committee – Huddersfield Area (Councillor Lyons)
- (k) Strategic Planning Committee (Councillor S Hall)

- (l) Kirklees Neighbourhood Housing (Councillor Smaje)
  - (m) Kirklees Active Leisure (Councillor Sokhal)
  - (n) West Yorkshire Combined Authority (Councillor Sheard)
  - (o) West Yorkshire Combined Authority Transport Committee (TBC)
  - (p) West Yorkshire Fire and Rescue Authority (Councillor O'Donovan)
  - (q) West Yorkshire Joint Service Committee (Councillor Pandor)
  - (r) West Yorkshire Police and Crime Panel (Councillor Hussain)
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**19: Response to Motion - Funding of Adult Social Care**

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To receive the response to the Motion of Council on 18 January 2017.

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**20: Motion submitted in accordance with Council Procedure Rule 14 as to Real Term Cuts to England's Primary and Secondary Schools**

To consider the following Motion in the names of Councillors Burke, Eastwood, Lawson, Marchington, A Pinnock, K Pinnock, N Turner and Wilkinson;

'This Council:

- 1) Recognises that the financial outlook for local schools is likely to deteriorate as cost pressures increase;
- 2) Regrets the phasing out of the Education Services Grant and its impact on schools and the Council;
- 3) Recognises that the Government will push ahead with a major overhaul of school funding with the introduction of a new school funding formula, but is concerned by the failure of the Government to guarantee additional school funding to ensure schools don't lose out as a result of the new funding changes;
- 4) Calls upon HM Government to increase the schools budget in order to prevent a serious detrimental impact on class size, support for pupils with special needs or valuable extra-curricular activities;
- 5) Asks the Chief Executive to write to all local MPs, urging them to raise the Council's concerns with the Secretary of State for Education.'

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By Order of the Council

*J. Geelman*

Chief Executive

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Contact Officer: Andrea Woodside

## ANNUAL COUNCIL

### KIRKLEES COUNCIL

**At the Meeting of Annual Council of the Borough of Kirklees held at  
Main Hall - Town Hall, Huddersfield on 24 May 2017**

#### PRESENT

**The Mayor (Councillor Christine Iredale) 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 Jim Dodds	Councillor Donald Firth
Councillor Eric Firth	Councillor David Hall
Councillor Steve Hall	Councillor Erin Hill
Councillor Lisa Holmes	Councillor Edgar Holroyd-Doveton
Councillor Judith Hughes	Councillor Paul Kane
Councillor Viv Kendrick	Councillor Musarrat Khan
Councillor John Lawson	Councillor Vivien Lees-Hamilton
Councillor Robert Light	Councillor Gwen Lowe
Councillor Terry Lyons	Councillor Andrew Marchington
Councillor Naheed Mather	Councillor Peter McBride
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 Mohammad Sarwar
Councillor Cathy Scott	Councillor David Sheard
Councillor Ken Sims	Councillor Elizabeth Smaje
Councillor Mohan Sokhal	Councillor Julie Stewart-Turner
Councillor John Taylor	Councillor Kath Taylor
Councillor Graham Turner	Councillor Nicola Turner
Councillor Sheikh Ullah	Councillor Michael Watson
Councillor Linda Wilkinson	Councillor Gemma Wilson
Councillor Gulfam Asif	Councillor Richard Eastwood
Councillor Fazila Fadia	Councillor Michelle Grainger-Mead
Councillor James Homewood	Councillor Manisha Roma Kaushik
Councillor Bernard McGuin	Councillor Richard Smith
Councillor Rob Walker	

#### **1 To elect the Mayor for the ensuing year**

It was moved by Councillor Nicola Turner and seconded by Councillor Andrew Marchington;

‘That Councillor Christine Iredale be hereby elected Mayor of the Council of The Metropolitan Borough of Kirklees for the Municipal Year 2017-2018, from now until her successor accepts office, and signed the required declaration.’

## **Annual Council - 24 May 2017**

The motion, on being put to the meeting was CARRIED.

Councillor Iredale then made the declaration of Acceptance of Office required by law, took the chair, returned thanks for her election and named Mr Robert Iredale as her Consort for the coming year.

### **The Mayor (Councillor Christine Iredale) in the Chair.**

#### **Vote of thanks to the Retiring Mayor.**

It was moved by Councillor Robert Light, seconded by Councillor David Hall and;

#### **RESOLVED -**

- (1) That the thanks of the Council are due and hereby tendered to Councillor Jim Dodds for the efficient and dignified manner in which he has performed the important and varied duties of the Office of Mayor during the period May 2016 to May 2017.
- (2) That the thanks of the Council be tendered to Mrs Carol Dodds for her services as Mayoress.

Councillor Dodds then returned his thanks.

## **2 To appoint a Deputy Mayor for the ensuing year**

It was moved by Councillor David Sheard, and seconded by Councillor Shabir Pandor;

'That Councillor Gwen Lowe be hereby appointed Deputy Mayor of the Council of the Metropolitan Borough of Kirklees for the ensuing year.

The motion, on being put to the meeting was CARRIED.

Councillor Gwen Lowe then made the declaration of Acceptance of Office as required by law, returned thanks for her appointment and named Mr Ken Lowe as her Consort for the coming year.

## **3 Minutes of the Ordinary Meeting of the Council held on 26 April 2017 and the Extra-Ordinary Meeting of the Council held on 10 May 2017**

#### **RESOLVED -**

That the minutes of the meetings of Council, held on 26 April 2017, and Extra-Ordinary Council, held on 10 May 2017, be approved as a correct record.

### **ADJOURNMENT**

## Annual Council - 24 May 2017

At this point, the meeting adjourned for a short period of time.

(Upon resumption)

### **4 Interests**

No interests were declared.

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

No announcements were made. (During the Mayoral ceremony a Minute of Silence was held in remembrance of the victims of the recent attack at Manchester Arena).

### **6 Apologies for absence from Elected Members**

Apologies for absence were received on behalf of Councillors Greaves, Hussain, O'Donovan and Pervaiz.

### **7 Proposed Amendments to the Council's Constitution (Reference from Corporate Governance and Audit Committee)**

It was moved by Councillor Richards, and seconded by Councillor J Taylor;

'That the proposed changes to the Constitution, and the recommendations as set out at paragraph 6 of the considered report, be approved.'

Whereupon it was moved by Councillor Lawson, and seconded by Councillor A Marchington that the start time of the meetings of council be amended to 5.30pm.

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

The AMENDMENT, on becoming the SUBSTANTIVE MOTION, was put to the vote, and it was;

#### **RESOLVED -**

- 1) That the proposed changes to the Constitution as set out at Paragraphs 2.03, 2.04, 2.05, 2.06, 2.08, 2.09, 2.13, 2.14, 2.15 and 2.21 be approved, subject to the amendment of Paragraph 2.15(a) to instruct that meetings of Council will commence at 5.30pm.
- 2) That authority be delegated to the Service Director – Legal, Governance and Commissioning, to make appropriate amendments to the constitution, any consequential amendments to the constitution to reflect the agreed changes.

### **8 Proposed Amendments to the Council Financial Procedure Rules (Reference from Corporate Governance and Audit Committee)**

It was moved by Councillor Richards, seconded by Councillor J Taylor and;

**RESOLVED -**

- 1) That the proposed changes to Financial Procedure Rules as detailed within the report be approved and effective from 1 June 2017.
- 2) That it be noted that the Service Director – Finance, IT and Transactional Services, the Service Director – Legal, Governance and Commissioning, and the Head of Audit and Risk, may prepare additional guidance as appropriate to supplement the Financial Procedure Rules.
- 3) That the Service Director – Finance, IT and Transactional Services, and the Service Director – Legal, Governance and Commissioning, be authorised to make any recommended changes that they consider necessary.
- 4) That the Service Director – Legal, Governance and Commissioning, be empowered to amend post titles to reflect those used in practice by Officers fulfilling the stated functions.

**9 Proposed Amendments to Contract Procedure Rules (Reference from Corporate Governance and Audit Committee)**

It was moved by Councillor Richards, seconded by Councillor J Taylor and;

**RESOLVED -**

- 1) That the changes to Contract Procedure Rules as detailed within the report be approved and effective from 1 June 2017.
- 2) That it be noted that the Head of Legal Services may prepare additional guidance as appropriate to supplement the Contract Procedure Rules and aid compliance with appropriate European and national legislation.
- 3) That the Head of Legal Services be authorised to amend post titles to reflect those used in practice by Officers fulfilling the stated functions.

**10 Proposed Amendments to Overview and Scrutiny**

It was moved by Councillor Richards, seconded by Councillor Sokhal and;

**RESOLVED -**

- 1) That the proposed changes to Overview and Scrutiny as set out within the report be approved.
- 2) That, pursuant to (1) above, the Service Director – Legal, Governance and Commissioning, be delegated authority to make appropriate changes to the Constitution to reflect the agreed changes to scrutiny arrangements.

**11 Meetings of Council - 2017/2018 (Reference from Corporate Governance and Audit Committee)**

It was moved by Councillor Richards, and seconded by Councillor J Taylor;

'That the schedule of Council meetings for the 2017-2018 municipal year, as set out at agenda item 1, be approved.'

Whereupon, it was moved by Councillor Sheard, and seconded by Councillor Pandor;

'That the meeting scheduled to take place on Wednesday 5 July be moved to Tuesday 11 July 2017.'

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

The AMENDMENT, on becoming the SUBSTANTIVE MOTION, was put to the vote, and it was;

**RESOLVED -**

That the proposed Schedule of Council Meetings for 2017-2018 be approved, subject to (i) the amendment of the date of 5 July 2017 to 11 July 2017, and (ii) the change of the start time being in accordance with the resolution to Agenda Item 7.

**12 Committees of the Council**

It was moved by Councillor Sokhal, seconded by Councillor Patrick, and;

**RESOLVED -**

That approval be given to the establishment of the Committees, Panels, Boards, for the ensuing year, in accordance with the Constitution and the submitted report.

**13 Corporate Parenting Board**

It was moved by Councillor Sokhal, seconded by Councillor Patrick, and;

**RESOLVED -**

- 1) That approval be given to the re-establishment of Corporate Parenting Panel for the 2017-2018 Municipal Year.
- 2) That approval be given to the membership of the Board being on a 1:1:1:1 ratio.
- 3) That the Terms of Reference of the Board be updated from those previously approved on 25 May 2016, in accordance with the appendix to the report.

**14 Re-establishment of (i) Town Centre Working Party and (ii) Regional Issues Working Party**

It was moved by Councillor Sokhal, seconded by Councillor Patrick, and;

**RESOLVED -**

That approval be given to the refurbishment of the Town Centre Working Party and Regional Issues working Party for the 2017/2018 Municipal Year, in accordance with the membership as set out at Paragraph 2 of the report, and the appended terms of reference.

**15 Allocation of Seats**

It was moved by Councillor Sokhal, seconded by Councillor Patrick, and;

**RESOLVED -**

- 1) That the requirements of Section 15 and 16 of the Local Government Act and Housing Act 1989 shall not apply to the Corporate Governance and Audit Committee, Overview and Scrutiny Management Committee, and Health and Wellbeing Board, for the ensuing Municipal Year.
- 2) That the number and proportion of members of Committees, Boards and Panels be in accordance with the schedule as set out within the report.

**16 Dates/Times of Committees, Boards and Panels**

It was moved by Councillor Sokhal, seconded by Councillor Patrick and;

**RESOLVED -**

That the dates and times of meetings of Committees, Boards and Panels be in accordance with the schedule as set out in accordance with the attached schedule, subject to the amendment of the dates of Council as set out at Agenda Item 11.

**17 Membership of Committees, Boards and Panels and Ratio of Substitutes Panel**

It was moved by Councillor Sokhal, seconded by Councillor Patrick and;

**RESOLVED -**

That the membership, as set out in the considered report, be approved, and that the allocation of outstanding places on any Committee, Board or Panel, or any subsequent changes, be delegated to Group Business Managers.

**18 Appointment of Members to Joint Authorities**

It was moved by Councillor Sokhal, seconded by Councillor Patrick and;

**RESOLVED -**

- 1) That authority be delegated to Group Business Managers to determine representatives on (i) West Yorkshire Fire and Rescue Authority, and its Committees and (ii) West Yorkshire Police and Crime Panel.
- 2) That the Leader of the Council, Councillor Sheard, be appointed as the Council's Elected Member for the West Yorkshire Combined Authority, and the Deputy Leader, Councillor Pandor, be appointed as the substitute member.
- 3) That authority be delegated to the Chief Executive, in consultation with Group Leaders, West Yorkshire Combined Authority's Managing Director and other West Yorkshire Chief Executives, to appoint the three additional members to the West Yorkshire Combined Authority, and their substitutes, so that the eight constituent council members taken as a whole reflect the balance of political parties of West Yorkshire Combined Authority's constituent Councils so far as reasonably practicable.
- 4) That authority be delegated to Group Business Managers to determine members to the West Yorkshire Combined Authority's Transport Committee, on a 2:1:1 ratio.
- 5) That authority be delegated to Group Business Managers to determine three members to the West Yorkshire Combined Authority's Overview and Scrutiny Committee.
- 6) That it be noted that it is anticipated that the Council's relevant Executive Portfolio Holder be co-opted by the West Yorkshire Combined Authority to the West Yorkshire and York Investment Committee, and that no nomination is required.
- 7) That it be noted that the West Yorkshire Combined Authority Member appointed by this Council will be appointed, in their capacity as a West Yorkshire Combined Authority Member, to the West Yorkshire Combined Authority's Leeds City Region Partnership Committee.

**19 Appointment to Outside Bodies/Other Committees**

It was moved by Councillor Sokhal, seconded by Councillor Patrick, and;

**RESOLVED -**

- 1) That the allocation of ratios, as set out within the submitted schedules, be confirmed, and that it be noted that Group Business Managers will put forward

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nominations to the Service Director – Legal, Governance and Commissioning, to fill any vacancies or make any adjustments to nominees as appropriate.

- 2) That those bodies with executive functions be referred to the Leader of the Council to put forward nominations.
- 3) That, in relation to Yorkshire Purchasing Organisation Joint Committee, approval be given (with no Member voting against) to the waiver of political balance rules which apply in accordance with Section 17 of the Local Government and Housing Act 1989, and that the Leader of the Council, in determining the nominees, resolves which Member will have the one vote on behalf of the Council.
- 4) That one of the Council Trustees on Kirklees Active Leisure, to be determined by Group Business Managers, be authorised to represent the Council for the purposes of Member meetings pursuant to Section 323 of the Companies Act 2006, to exercise a vote.

### 20 Spokespersons of Joint Committees and External Bodies

It was moved by Councillor Sokhal, seconded by Councillor Patrick, and;

#### **RESOLVED -**

- 1) That the nomination of Councillors to reply to oral questions at Council on behalf of (i) Kirklees Neighbourhood Housing (ii) Kirklees Active Leisure and (iii) West Yorkshire Police and Crime Panel, be referred to Group Business Managers for determination.
- 2) That it be noted that the spokespersons for West Yorkshire Combined Authority, West Yorkshire Fire and Rescue Authority, and West Yorkshire Joint Services Committee will be notified by these bodies.
- 3) That the spokesperson for the West Yorkshire Joint Adoption Committee be delegated to the Leader of the Council by virtue of the spokesperson being the relevant Cabinet Portfolio Holder.

### 21 Appointment of Chairs of Committees

#### **RESOLVED -**

- 1) That the appointment of Chairs of Committees and Panel for the 2017/2018 Municipal Year be set out as below:
  - Appeals Panel – Councillor Dad
  - Corporate Governance and Audit Committee – Councillor Richards
  - Health and Wellbeing Board – Councillor Sheard
  - Licensing and Safety Committee – Councillor Pattison



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- Overview and Scrutiny Management Committee – Councillor Stewart-Turner
  - Personnel Committee – Councillor Sheard
  - Standards Committee – Councillor Marchington
  - Strategic Planning Committee – Councillor S Hall
  - Planning Sub Committee (Heavy Woollen Area) – Councillor Kane
  - Planning Sub-Committee (Huddersfield) – Councillor Lyons
- 2) That Councillors Asif, Burke, Smaje and Walker be appointed as Scrutiny Panel Lead Members and that the allocation of the Panels be delegated to the Chief Executive in consultation with the Chair of Overview and Scrutiny Management Committee.

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

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

## NOTES

### Disclosable Pecuniary Interests

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

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

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

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

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

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

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

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

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

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

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

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

**Name of meeting:** Council  
**Date:** Tuesday 11 July 2017  
**Title of report:** Armed Forces Covenant

**Purpose of report**

To present to Council the revised Armed Forces Covenant and to provide an update on the benefits the Armed Forces Covenant has realised since its inception in 2012.

<b>Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?</b>	No
<b>Key Decision - Is it in the <a href="#">Council's Forward Plan (key decisions and private reports?)</a></b>	No
<b>The Decision - Is it eligible for call in by Scrutiny?</b>	No
<b>Date signed off by <u>Strategic Director</u> &amp; name</b>  <b>Is it also signed off by the Service Director for Finance IT and Transactional Services?</b>  <b>Is it also signed off by the Service Director for Governance and Commissioning Support?</b>	Julie Muscroft – 27 June 2017
<b>Cabinet member <a href="#">portfolio</a></b>	Councillor Masood Ahmed

**Electoral wards affected:** All

**Ward councillors consulted:** Not Applicable

**Public or private:** Public

## 1. **Summary**

The Council signed its first Armed Forces Community Covenant in June 2012 and the document is now due for review.

The purpose of this paper is to present the revised Armed Forces Covenant, which is due to be signed immediately before Council meeting on 11 July 2017, and to provide an update on the benefits the Armed Forces Covenant has realised since its inception in 2012.

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

The Kirklees Armed Forces Community Covenant was jointly drafted and approved by the Council and MOD Covenant Team in June 2012. It was signed by the Leader of the Council, the Armed Forces Community (Army, Royal Navy and Royal Air Force) and partners. The document has recently been updated and is due to be signed on 11 July 2017 by:-

- Kirklees Council Group Leaders including Councillors David Sheard, David Hall, Nicola Turner, Andrew Cooper and Charles Greaves.
- Deputy Commander Colonel Andy Hadfield and Major Lisa Marr on behalf of the Armed Forces Community
- Chief Superintendent Steven Cotter on behalf of West Yorkshire Police
- Mrs Hilary Livingstone, Divisional Secretary for West Yorkshire SSAFA (Soldiers, Sailors, Airmen and Families Association)
- Zoe Freedman on behalf of the Royal British Legion
- Val Johnson on behalf of Third Sector Leaders

The Kirklees Armed Forces Covenant is voluntary statement of mutual support between a civilian community and its local Armed Forces Community. It is intended to compliment the Armed Forces Covenant, which is a national template that outlines the moral obligation between the Nation, the Government and the Armed Forces, at a local level.

The Covenant encourages local communities to support the armed forces community in their area and promote public understanding and awareness. It is a public pledge from organisations who wish to demonstrate their support for the armed forces community.

The Covenant does not intend to replace current work by public service providers, charities and individuals, but rather formalise a commitment and build on existing sources of support.

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

### 3.1 **Early Intervention and Prevention (EIP)**

There will be no impact

### 3.2 **Economic Resilience (ER)**

There will be no impact

### 3.3 **Improving Outcomes for Children**

There will be no impact

### 3.4 **Reducing demand of services**

There will be no impact

4. **Consultees and their opinions**

Group Leaders have been consulted and support the proposal to re-sign the Armed Forces Covenant and receive an update on the benefits it has realised.

5. **Next steps**

Once signed the revised Covenant will be published on the Council website and communicated amongst the Armed Forces Champions and with stakeholders.

6. **Officer recommendations and reasons**

That Council welcomes the revised Armed Forces Covenant and notes the benefits the Armed Forces Covenant has realised since its inception in 2012 as outlined in Appendix 1.

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

Not applicable

8. **Contact officer**

Vina Randhawa  
Area and Neighbourhood Team Manager, Governance and Democratic Services  
[Vina.randhawa@kirklees.gov.uk](mailto:Vina.randhawa@kirklees.gov.uk)  
Tel: 01484 221000

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

N/A

10. **Service Director responsible**

Julie Muscroft, Service Director - Legal, Governance and Commissioning

## **Summary of the benefits the Armed Forces Covenant has realised since its inception in 2012**

The Armed Forces Covenant signed in June 2012 contained a number of pledges from the Council and its partners to do as much as they could to support their community and promote activity which integrates the Service community into civilian life. Achievements include:-

- ✓ Introduction of a Cabinet Member to act as the Champion for the Armed Forces whose role will be to lead on the issues relating to the Covenant.
- ✓ Development of a Community Covenant Board comprising of all relevant Council Services and its key partners. To be Chaired by the Armed Forces Champion.
- ✓ Identified a senior manager to support the Armed Forces Champion, service the Community Covenant Board and to be the lead contact within the Authority for liaison with the Armed Forces.
- ✓ Produced an action plan based on the key issues of Health, Housing, Education, Community and Employment.
- ✓ Taken part in wider regional initiatives designed to improve the support provided to residents who have served in the Armed Forces.
- ✓ Supported employees who volunteer for Reserve duties.
- ✓ Worked to identify Armed Forces personnel / Veterans within the Borough.
- ✓ Developed a dedicated section of the Council's website, and ensure that appropriate links are made with other web-based support, and networks.

### **Council's Website**

The Armed Forces page on the Council's website has recently been re-designed and is a useful online resource that provides a wealth of information for former and serving Armed Forces personnel. You can view the page here:

<http://www.kirklees.gov.uk/beta/employment-information/armed-forces.aspx>

### **SABRE Award**

The Council was recognised for its commitment and dedication to the region's Reserve Forces and presented with a special certificate of support. The certificate, one of only 80 presented, was presented by the Yorkshire and Humber Regional SaBRE Campaign Director Richard Lenton on 9th June 2014

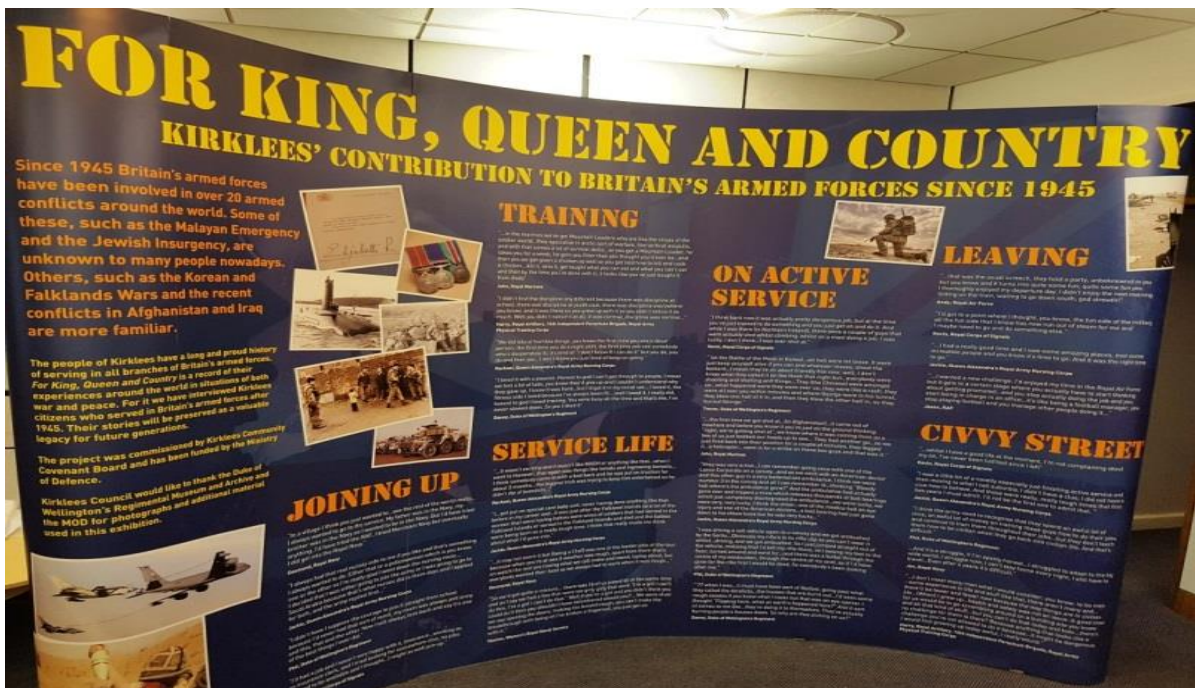


## Armed Forces Covenant Employer Recognition Scheme (ERS).

Kirklees Council has received the Bronze Award from the Armed Forces Covenant Employer Recognition Scheme (ERS). The ERS recognises commitment and support from UK employers for defence personnel and comprises bronze, silver and gold awards for employers who support those who serve or have served in the Armed Forces, and their families. The Council is listed as a bronze award holder on the ERS website via the following link: <https://www.gov.uk/government/publications/defence-employer-recognition-scheme/defence-employer-recognition-scheme#bronze-award>

## Armed Forces Heritage Display

A heritage display has been developed with the support of students which covers Kirklees' contribution to Britain's Armed Forces since 1945. This was launched at a **Past, Present and Future** event in March 2014 at Huddersfield Town Hall alongside a booklet containing interviews with veterans, quotes and a map of the world where conflicts have taken place. The exhibition, which was opened by the Deputy Mayor, coincided with the launch of the **Life Forces Booklet** and also included guest speakers, short interviews, military music, medal presentations and information stalls.



## Kirklees Active Leisure Offer

Following discussion with a representative from the Armed Forces Covenant Board and Kirklees Active Leisure an offer has been agreed for veterans that include a 20% discount for ex-military who have left within the last 2 years. This also includes their dependents and they can use a variety of sports facilities in Kirklees

## Life Forces Booklet

The Life Forces Booklet produced for Kirklees is a resource for community based support agencies including the voluntary sector, services provided by the NHS, local authorities, GPs and charities who will often work with armed forces veterans.

The booklet contains a number of case studies and includes information on health, housing, education and benefits and gives a snapshot of support available to veterans.

The booklet was launched at the **Past, Present and Future** event in March 2014 and has been promoted on the council internal systems and via a message to managers. An electronic version of the booklet available on the council Armed Forces web page <http://www.kirklees.gov.uk/beta/employment-information/pdf/life-force-kirklees.pdf>

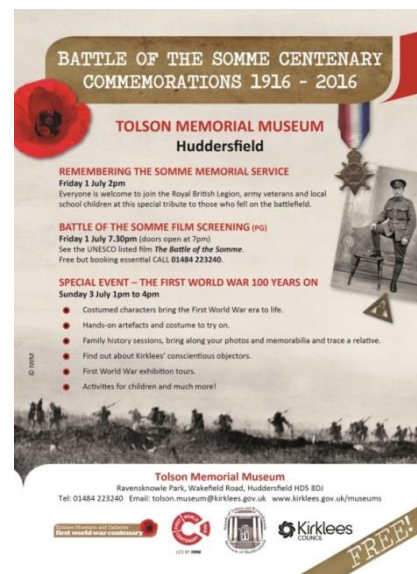


## NHS Healthcare for the Armed Forces

NHS Healthcare has developed a free e-learning programme for the Armed Forces. The e-learning programme is designed to highlight both the similarities and the differences to allow healthcare personnel to understand both the context of military life and also how to appropriately respond to patient need. The programme is broken into three broad areas – NHS care of current serving personnel, care of families of military personnel and care of veterans. Further information is available at: <http://www.e-lfh.org.uk/programmes/nhs-healthcare-for-the-armed-forces/>

## 100th Anniversary of the Battle of the Somme and Mobile Heritage Display

On the 1st July 2016 it was the 100th Anniversary of the Battle of the Somme. This is also the date that Robert Tolson died. To mark the occasion Council officers worked with the Friends of Tolson Museum and partners to organise a showing of the 1916 Battle of the Somme film on the evening of 1st July 2016. This was followed on Sunday 3<sup>rd</sup> July by a family friendly event which included local history, a costume display and medal experts. Churches around the area also held candle lit vigils and there was a commemorative service officiated by the Bishop of Huddersfield.



## **Heroes Welcome**

The Council endorsed the Heroes Welcome initiative at its meeting in December 2015 to show support to armed forces personnel and to encourage businesses and organisations within Kirklees to consider if and how they could offer support in their local area.

Funds have been secured in some areas via District Committees to pay for shops and businesses in the area to display stickers on their windows showing their support for Heroes Welcome.



## **Promotion and awareness raising**

Information about the Armed Forces Covenant and support available for the armed forces community has been shared at events through information stalls and /or presentations such as Freedom Parade /Waterloo 200 Duke of Wellington's Regimental Association Reunion, Practice Protected Time GP's event, Clinical Commissioning Group presentation, District Committees (which included PTSD)

## **Kirklees Local TV (KLTV)**

KLTV is in the process of developing *Reveille TV* – an armed forces website and weekly TV show which will be made and presented by ex-service personnel. This work is in development and subject to securing funding.

## **Covenant Priority 3 Funding Bid**

West Yorkshire Local Authorities have successfully bid for covenant priority 3 funding to recruit a dedicated officer to cover Kirklees, Calderdale, Leeds, Bradford and Wakefield. The key role will be to support the Armed Forces Covenant Boards in each area to develop their action plans and programme of activity.

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Name of meeting: Council  
Date: 11 July 2017

Title of report: Appointment of a Chief Executive and Head of Paid Service

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 <a href="#">Council's Forward Plan</a> ?	Not Applicable
Is it eligible for "call in" by <a href="#">Scrutiny</a> ?	Not Applicable
Date signed off by Strategic Director & name	Not Applicable
Is it signed off by the Service Director for Financial, Professional and Transactional Services	Debbie Hogg – Not Applicable
Is it signed off by the Service Director for Legal, Governance & Commissioning	Julie Muscroft –
Cabinet member <a href="#">portfolio</a>	Not Applicable

Electoral wards affected: All Wards

Ward councillors consulted: No

Public or private: Public

## 1. Purpose of report

- 1.1 To consider a recommendation from the Personnel Committee that Jacqui Gedman be appointed as Chief Executive and Head of Paid Service with immediate effect.

## 2. Key points

- 2.1 The Personnel Committee, at its meeting on 16 May 2017, considered a report regarding succession planning and managing change, which asked for consideration of options to make substantive appointments to senior management posts, including the Chief Executive, to provide greater stability and permanence to the Council's Senior Management Team.

- 2.2 The Committee resolved to recommend to Council that Jacqui Gedman be appointed Chief Executive and Head of Paid Service on a permanent basis with immediate effect. This would also include the roles of (Acting<sup>1</sup>) Electoral Registration Officer and (Acting<sup>1</sup>) Returning Officer. This was after taking account of the Member recruitment process, undertaken in the Autumn 2016, leading to her appointment as Deputy Chief Executive, the subsequent decision of Council to appoint her as Acting Chief Executive and on the stability and leadership she has provided within the Council since her appointment in the key areas of transformation to improve services for children and in managing the ongoing changes in response to budget challenges.
- 2.3 It was agreed that this approach would provide solid foundations within the Council and give the capacity required to manage the organisation at a time when it is facing unprecedented challenges, due to the need to manage significant budget reductions and make the required improvements within Children's Services.
- 2.4 The Committee also agreed to the establishment of arrangements that will lead to the appointment of a Strategic Director for Economy and Infrastructure and a Strategic Director for Children in the longer term.
- 2.5 An appointment of the Chief Executive and Head of Paid Service must be made by Council.

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

- 3.1 The appointment will allow the Council to continue the work that has commenced during a challenging period of time, during the transition to a new Council and in the context of the continued reduction in resources available to the Council.

### **4. Consultees and their responses**

- 4.1 All Group Leaders have been consulted and agree to this proposal. Members of the Cabinet have also been notified as required of the proposed appointment and agree to the proposal.

### **5. Next steps**

- 5.1 The appointment will take immediate effect and Councillors will be informed of progress made in making further appointments to the Senior Executive Team of the Council

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

- 6.1 That Council approve the appointment of Jacqui Gedman as Chief Executive and Head of Paid Service, to include the roles of (Acting<sup>1</sup>) Electoral

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<sup>1</sup> The term "Acting" is used as applicable depending on the type of election



Registration Officer and (Acting <sup>1</sup>) Returning Officer And agree that the offer of appointment be made with immediate effect.

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

7.1 Not applicable

**8. Contact officer and relevant papers**

Richard Farnhill  
Governance Change Manager  
[richard.farnhill@kirklees.gov.uk](mailto:richard.farnhill@kirklees.gov.uk)

**9. Service Director Responsible**

Julie Muscroft – Service Director, Legal, Governance and Commissioning

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**Name of meeting:** Council  
**Date:** 11 July 2017

**Title of report:** Council financial outturn & rollover report 2016-17;  
 incorporating General Fund Revenue, Housing Revenue  
 Account, Capital & Treasury Management

**Purpose of report**

To receive information on the Council’s 2016-17 financial outturn position for General Fund revenue, Housing Revenue Account (HRA) and Capital Plan, including proposals for revenue and capital rollover from 2016-17 to 2017-18. This report also includes an annual review of Council Treasury Management activity.

<b>Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?</b>	Yes The report includes proposals to roll forward capital underspend from 2016-17 into 2017-18, to spend against specific activities.
<b>Key Decision - Is it in the <a href="#">Council's Forward Plan (key decisions and private reports)</a>?</b>	Yes 29 March 2017
<b>The Decision - Is it eligible for “call in” by Scrutiny?</b>	No
<b>Date signed off by Chief Executive.</b>	Jacqui Gedman, 15 May 2017
<b>Is it also signed off by the Service Director for Financial, IT &amp; Transactional Services ?</b>	Debbie Hogg, 12 May 2017
<b>Is it also signed off by the Service Director - Governance &amp; Commissioning Support ?</b>	Julie Muscroft, 12 May 2017
<b>Cabinet member portfolio Resources</b>	Cllr Graham Turner

**Electoral wards affected:** None  
**Ward councillors consulted:** None

**Public or private:** Public

**1. Summary**

- 1.1 The Council’s General Fund (net) revenue (or ‘controllable’) budget for 2016-17 was set at **£310.8m**.
- 1.2 There was a (net) funding transfer from reserves to general fund during the year totalling **£0.9m** in 2016-17. This resulted in a revised budget of **£311.7m**.

- 1.3 Council spend was **£314.4m** in 2016-17. There was a reported **overspend of £2.7m**; equivalent to 0.8% variance against revised budget. This is summarised in Table 1 below.

**Table 1 – Summary 2016-17 general fund revenue outturn position :**

Activity	Net Controllable Budget	Approved Funding Transfers from (+) / to (-) reserves	Revised Budget	Outturn	Variance
	£000	£000	£000	£000	£000
Directorates	253,906	12,702	266,608	273,118	6,510
Central Budgets	55,832	(11,848)	43,984	40,809	(4,029)
District Committees	1,098	-	1,098	454	(644)
<b>Total</b>	<b>310,836</b>	<b>854</b>	<b>311,690</b>	<b>314,381</b>	<b>2,691</b>

- 1.4 The £6.5m overspend at Directorate level includes service volume pressures in Children’s services at £6.0m, and significant additional investment during the year in Children’s service improvements at about £6.6m. There were service volume pressures in Adult Services at £5.4m.
- 1.5 The above service pressures were offset in part by other Directorate (net) underspends, including Place at (£2.8m), and Resources at (£2.9m); in part reflecting early delivery of savings required in 2017-18.
- 1.6 Cross-Directorate service activity relating to Early Intervention and Prevention, and Economic Resilience are currently undergoing major service re-design. In total, there was a combined underspend of £7.1m against these activities; in part reflects early delivery of savings required in 2017-18, in part reflects budgets not committed during the year pending completion of service re-design.
- 1.7 There were also offsetting underspends in Central Budgets totalling (£3.2m); mainly treasury management savings and inflation contingency not required.
- 1.8 Annual revenue rollover proposals are informed by Council Financial Procedure Rules, which state that revenue rollover proposals cannot exceed the overall net underspend position of the Council. As the Council is reporting an overall overspend position in 2016-17, there is no revenue rollover available.
- 1.9 District Committee managed budgets underspent by £644k at year end. The governance arrangements for activity budgets managed through District Committees means there can be significant timing issues between budgets being approved at individual District committee level, and actual spend in relation to the approved budget.

- 1.10 The Chief Financial Officer (Service Director, Financial, IT & Transactional Services) will incorporate regular monitoring and review of overall Council reserves requirements as part of the Quarterly financial reporting cycle to Cabinet through 2017-18. This will include consideration of potential re-direct of existing earmarked reserves to support any unfunded District Committee spend commitments falling in 2017-18 due to timing issues noted in paragraph 1.9 above.
- 1.11 Council general fund revenue reserves and balances reduced from £113.2m at the start of the year, to **£90.1m** as at 31 March 2017.
- 1.12 There was a net drawdown of £23.1m during the year. This includes £19.8m to support Council budget plans in 2016-17, approved at Budget Council in February 2016.
- 1.13 It also includes the (net) transfer of £0.9m from Council reserves to general fund during the year, as summarised at Table 1 above.
- 1.14 The net drawdown also reflects the **£2.7m** overspend, which transferred to reserves at year end; effectively representing an unplanned drawdown against reserves.
- 1.15 Of the £90.1m reserves as at 31 March 2017, there are further approved reserves drawdowns in 2017-18; £11.1m to support Council budget plans in 2017-18, and a minimum general balances requirement of £5m; both of these approved at full Budget Council in February 2017.
- 1.16 This then leaves £73.9m reserves, of which £11.9m is statutorily ring-fenced for schools, and which the Council has no flexibility to apply for other purposes.
- 1.17 Of the remaining £62m reserves at the start of 2017-18, **£31.8m** reflects earmarked funding set aside for a range of spend commitments ; in part reflects timing issues between “one-off” external funding contributions received and expenditure incurred on a range of developmental activity. It also includes earmarked reserves set aside to support the organisation’s ongoing transformation to New Council.
- 1.18 The remaining **£30.3m** reserves at the start of 2017-18 consists of ‘risk’ reserves plus unallocated balances. This is available to support the overall ‘financial resilience’ of the Council. This amount is net of all the commitments noted in paragraphs 1.15 to 1.17 above, including the £11.1m reserves being used to support budget plans in 2017-18.
- 1.19 Financial resilience reserves at the start of 2017-18 are £10.1m higher than they might otherwise have been due to a number of early measures implemented as part of the 2016-17 final accounts process. These measures were, set out in an ‘Early Closedown Review’ report to Cabinet on 2 May 2017. The link to this report is included below for information (Agenda - Item 8):

[early closedown review 2016-17](#)

- 1.20 The Council's Housing Revenue Account (HRA) accounts for all Council housing related revenue expenditure and income in a separate statutory (ring-fenced) account. The HRA budgeted for a net surplus of (£2.9m), in 2016-17 but the actual net surplus was (£9.2m); a favourable variance of (£6.3m) against an annual turnover of £94.5m ; equivalent to (6.7%).
- 1.21 HRA reserves as at 31 March 2017 were (£52.0m); an increase of (£9.2m) in the year, entirely due to the (£9.2m) HRA surplus transferred to reserves at year end. There are no HRA revenue rollover proposals this year.
- 1.22 The Council's overall capital budget for 2016-17 was £110.5m, and actual spend was £69.3m, resulting in an underspend of (£41.2m); (37.4%) variance compared to budget. This is summarised in Table 2 below.

**Table 2 – Summary Capital Outturn 2016-17**

Description	Budget	Outturn	Variance
	£000	£000	£000
Strategic Priorities	5,134	10,926	(14,208)
Baseline	55,416	36,725	(18,691)
Risks & Pressures	5,501	5,406	(95)
One-Off Initiatives	5,000	0	(5,000)
<b>General Fund</b>	<b>91,051</b>	<b>53,056</b>	<b>(37,995)</b>
Housing Revenue Account	19,478	16,210	(3,268)
<b>Total</b>	<b>110,529</b>	<b>69,266</b>	<b>(41,263)</b>

- 1.23 Of the capital underspend, the proposal is to roll-forward all existing commitments into 2017-18; £36.8m general fund and £2.4m HRA; £39.2m in total.
- 1.24 Council Financial Procedure Rules require that the Council receives an annual report on Treasury Management borrowing and investment activity during the financial year, and a review of treasury management activity for 2016-17 is incorporated into this report, for information.

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

- 2.1 Appendix A, Sections 1-4 attached, sets out in more detail the financial outturn position of the Council in 2016-17 in relation to the Council's general fund revenue, HRA revenue, Council capital budgets, and performance on treasury management activity.
- 2.2 Annual revenue rollover proposals are informed by Council Financial Procedure Rules, which set out the following principles to annual revenue rollover considerations :
- i) total rollover proposals cannot exceed the overall net underspend position of the Council, and
  - ii) rollover proposals by Directorate should not exceed the net underspend position by Directorate

- 2.3 There are no revenue rollover proposals from 2016-17 to 2017-18 as the reported £2.7m overspend does not meet the Financial Procedure Rule principles for revenue rollover set out in paragraph 2.2 i) above.
- 2.4 The reported £2.7m general fund revenue overspend in 2016-17 is effectively offset by existing Council revenue reserves as at 31 March 2017.
- 2.5 The (£9.2m) HRA surplus in 2016-17 reverts to HRA reserves at year end. There are no HRA revenue rollover proposals from 2016-17 to 2017-18. HRA capital rollover proposals total £2.4m and this will be financed from the £9.2m surplus transferred to HRA reserves.
- 2.6 The balance of £6.8m HRA surplus transferred to HRA reserves will be considered as part of the overall resourcing available to support the re-fresh of the longer term HRA business plan through 2017-18.
- 2.7 Total capital rollover proposals (including HRA) total £39.2m. These are factored into the updated Capital Plan 2017-22, alongside revisions to external funding assumptions and a review of profiled spend across years. These are set out in more detail at Appendix A, section 3.
- 2.8 The annual re-fresh of Council's multi-year budget strategies and plans will be reported to full Council in Autumn 2017, and will include a further review of the updated capital plan as part of this annual re-fresh.

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

- 3.1 This report provides information on the Council's overall financial performance in 2016-17 against available resources, incorporating as well an overall updated capital plan for 2017-22. The overall activity to which the report's financial performance relates, supports the delivery of the following Council objectives and Priorities within available resources:
  - i) Early Intervention and Prevention (EIP)
  - ii) Economic Resilience (ER)
  - iii) Improving Outcomes for Children
  - iv) Reducing demand of services
- 3.2 The Council continues to face significant financial challenges and must ensure it can achieve a sustainable balanced budget over the medium term and beyond.
- 3.3 Approved revenue budget plans include a significant planned (net) saving requirement of £54m in 2017-18 and further savings of £50m over the following 3 years; £104m in total over the 2017-21 period. The planned savings requirement in 2017-18 is also net of the approved drawdown of £11.1m from available reserves to deliver an overall balanced general fund revenue budget in 2017-18.

- 3.4 The 'early closedown review' report to Cabinet on 2 May 2017 included a number of early measures incorporated in the 2016-17 final accounts process that released a further £10.1m revenue resources into risk reserves at year end.
- 3.5 While this has improved the overall financial resilience of the Council, it is anticipated that further actions will be required to ensure the Council can continue to manage within its means. This includes strengthened governance arrangements, supported by the Council's Transformation Business Partner, to monitor and review progress on the deliverability of the £54m planned savings requirement through 2017-18.
- 3.6 The impact on the HRA of an annual 1% rent reduction for social housing tenants over the 2016-20 period is a forecast reduction in annual rental income of £10.5m by 2020, against an annual turnover of £95m (equivalent to about 11%) The financial impact of this has previously been factored into the HRA business plan which will continue to be re-freshed and updated regularly through the year to help inform both medium and longer term HRA budget planning.
- 3.7 A key indicator used to ensure borrowing fulfils the criteria of being affordable, prudent and sustainable, is the actual proportion of overall revenue budget taken up with interest and debt repayments. The actual percentage was 7.91% in 2016-17. When the Capital Plan was presented to Budget Council in February 2017, the estimated percentage in 2017-18 was 8.04%, increasing to 8.96% by 2021-22.
- 3.8 After taking account of capital rollover, the re-phasing of schemes and changes to grant assumptions factored into the update 5 year capital plan 2017-22, the overall impact on the estimated percentages is not materially different. As revenue resources remain under considerable pressure, close scrutiny will need to continue to ensure overall Council borrowing remains Prudent and sustainable going forward.

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

This report has been prepared by the Chief Financial Officer (Service Director, Financial, IT and Transactional Services), in consultation with the Executive Team.

#### **5. Next steps**

Subject to member approval, capital rollover proposals and the update of the 5 year capital plan will be incorporated into in-year financial monitoring in 2017-18, and reported quarterly to Cabinet, from Quarter 1 onwards.

## **6. Officers recommendations and reasons**

Cabinet are asked to support the following Officer recommendations :

### General Fund Revenue

- 6.1 note the revenue outturn position for 2016-17 (Appendix A, Section 1 & Appendix B);
- 6.2 note the year end position on corporate reserves, including available 'financial resilience' reserves (Appendix A, Section 1, paragraphs 1.40 to 1.52, & Appendix C);
- 6.3 note the regular monitoring & review of corporate reserves in 2017-18 to be reported to Cabinet as part of the Quarterly financial monitoring cycle; including consideration of the potential re-direct of earmarked reserves to support deferred District Committee spend commitments (Appendix A, Section 1, paragraphs 1.28 to 1.29);

### Housing Revenue Account (HRA)

- 6.4 note the revenue outturn position for 2016-17 (Appendix A - Section 2 and Appendix B);
- 6.5 note the year end position on HRA reserves (Appendix A, Section 2 paragraph 2.2, Table 1);

### Capital

- 6.6 note the Council capital outturn position for 2016-17 (Appendix E)
- 6.7 approve £39.2m capital rollover from 2016-17 to 2017-18 (Appendix A, section 3, paragraphs 3.5 to 3.7);
- 6.8 approve the revised Capital Plan for the 5 year period 2017-22, after taking into account rollover, the re-phasing of schemes and changes to grant assumptions (Appendix A, section 3, paragraphs 3.8 to 3.16, & Appendix G);
- 6.9 note the further review of the updated capital plan to inform the annual re-refresh of Council multi-year budget strategies and plans to be reported to full Council in Autumn 2017 (Appendix A, Section 3, paragraph 3.8);

### Treasury Management

- 6.10 note the review of treasury management activity for 2016-17 (Appendix A, Section 4).

## **7. Cabinet portfolio holder recommendation**

The Leader recommends that the attached Council financial outturn & rollover report 2016-17; incorporating General Fund Revenue, Housing Revenue Account, Capital & Treasury Management, should be presented to the Council meeting on 11 July 2017.

**8. Contact officer**

Eamonn Croston, Strategic Council Finance Manager  
eamonn.croston@kirklees.gov.uk

Tim Mitchell, Finance Manager  
tim.mitchell@kirklees.gov.uk

James Buttery Finance Manager  
james.buttery@kirklees.gov.uk

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

Annual budget report 2016-19

Annual budget report 2017-21

Early review of Closedown report 2016-17

CIPFA's code of Practice on Treasury Management in the Public Services

CIPFA's Prudential Code for Capital Finance in Local Authorities

Public Works Loan Board website

**10. Service Director responsible**

Debbie Hogg, Chief Financial Officer (&Service Director, Financial, IT & Transactional Services); debbie.hogg@kirklees.gov.uk



**SECTION 1 – GENERAL FUND REVENUE OUTTURN 2016-17**

**1. Summary revenue outturn position**

- 1.1 The Council's general fund net revenue (controllable) budget for 2016-17 was set at **£310.8million (m)**.
- 1.2 Any reported variance against net revenue budget also takes into account approved (net) funding transfers between reserves and general fund during the year.
- 1.3 There was a (net) funding transfer from reserves to general fund totalling **£854k** in 2016-17. This resulted in a revised budget of **£311.7m**.
- 1.4 Council spend was **£314.4m** in 2016-17.
- 1.5 There was a reported **overspend of £2.7m**; equivalent to 0.8% against the revised budget of **£311.7m**.
- 1.6 The revenue outturn position is summarised by Directorate at Appendix B, the reserves position summarised at Appendix C and the more significant variances against Directorate activity, reported at Appendix D.

**Service Directorates**

- 1.7 Overall, Directorates overspent by £6.5m against a revised budget of £266.6m; equivalent to 2.4% variance.
- 1.8 There was significant investment during the year totalling £6m on measures to support a number of key service improvements in Children's Services. These include additional capacity to support interim management arrangements and additional volumes of work. Some of these measures are "one-off" investment, some recurrent (see also paragraph 1.9 below)
- 1.9 These service improvements are ongoing and have been supported by the Government appointment of an Independent Children's Commissioner to oversee these improvements. This follows the OFSTED inspection of the Council's Family & Safeguarding Service, which was reported to Cabinet on 28 November with an assessed rating of 'inadequate'.
- 1.10 In addition, there were volume pressures totalling £6.7m in relation to numbers of looked after children and associated placement or placement equivalent support. This includes pressures on External residential placements £2.0m; internal/external fostering at £2.8m; leaving care supported accommodation £946k and special guardianship/child arrangement orders at £785k.
- 1.11 The annual budget report to full Council on 15 February 2017 included additional resources allocated to Children's activity totalling £11.1m from 2017-18 onwards; £7.4m relating to volume pressure relating to numbers of looked after children,

and £3.7m relating to ongoing service improvement capacity requirement across all levels of the service.

- 1.12 There were also significant Adult Social Care demand led pressures at £5.4m; mainly Learning Disabilities at £4.2m, Mental Health at £0.9m and Physical Disabilities at £0.7m. These service pressures have been reported regularly through the year through quarterly monitoring reports presented to Cabinet, including a separate report on learning disabilities overspend, which was reported to Cabinet on 12 December 2016.
- 1.13 The annual budget report to full Council on 15 February 2017 included additional resources totalling £3m allocated across Adult Social Care demand led activity, specifically in acknowledgement of the extent of current and forecast future service pressures. This is in addition to a £4m base budget uplift previously allocated to service budget from 2017-18 onwards, as part of the budget strategy update report 2017-21, presented to full Council on 12 October 2016.
- 1.14 There was an overall underspend of (£2.7m) against Place Directorate activity. The most significant underspends include additional income from the Driver Training Contract at (£866k). Schools Facilities Management had a surplus of (£1.5m); mainly increased efficiencies on food and labour costs in relation to the provision of universal free school meals. Corporate Landlord also underspent by (£1.4m); in part reflects reduced overall asset portfolio, in part lower facilities management costs. The cost offsets noted here were all factored into Directorate budget plans in 2017-18 as planned savings.
- 1.15 There were a number of cost offsets against the above, including exceptional costs incurred of £1.1m to deal with environmental contamination at a site in Huddersfield. There were also volume pressures on Waste management totalling £151k, and volume pressures on home to school transport of £1.1m. Additional revenue resources totalling £1m were added to Waste Management budget allocation from 2017-18 onwards to reflect both current year and anticipated volume pressures going forward.
- 1.16 There was an overall underspend of (£2.9m) against Resources Directorate activity. This includes (£1.9m early delivery of 2017-18 savings on the following; (£1.1m) Library & Information Centre activity, (£505k) on IT and (£257k) savings on corporate subscriptions and annual audit fee.

### **Cross-Directorate**

- 1.17 There was an overall (£7.1m) underspend on Cross-Directorate theme activity. This includes Economic Resilience at (£3.4m); mainly reflects deferred implementation of service re-design resulting in certain budgets not being committed during the year.
- 1.18 Early Intervention and Prevention theme activity underspent by (£3.7m). This includes (£3.1m) early delivery of savings required in 2017-18, and in part, (£2.5m) due to the deferred implementation of service re-design , again resulting in certain budgets not being committed during the year. Also pending completion

of service re-design, vacancies held across service activity totalled (£958k). This was in-part offset by an overspend on Supporting People activity totalling £2.9m.

### **Central Budgets**

- 1.19 Central Budgets underspent by (£3.2m) in 2016-17, against a revised budget of £44.0m. The treasury management underspend was (£1.9m). The treasury management underspend is net of two approved transfers to risk reserves at year end.
- 1.20 The first of these relates to a specific treasury management underspend of (£8.0m) in 2016-17 resultant from a change to Council treasury management policy approved as part of the overall annual report approval at Budget Council on 15 February 2017.
- 1.21 The policy change relates to a re-profiling of the amount set aside from revenue resources annually for repayment of debt; also referred to as the Council's minimum revenue provision or MRP. The policy change was implemented in 2016-17, resulting in an immediate cash benefit to the Council of (£8.0m) in 2016-17, in addition to future year cash benefits from MRP re-profiling factored into annual treasury management budgets over the 2017-21 period.
- 1.22 The annual budget report approved the transfer of the 2016-17 (£8.0m) underspend to Council risk reserves at year end; one of the Council's early measures to increase financial resilience reserves at the start of 2017-18, in light of the unprecedented scale of the financial challenges and risks facing the Council, in particular over the forthcoming 12 months.
- 1.23 The other approved transfer to risk reserves at year end relates to direct revenue funded capital expenditure. Approved revenue budget funding totalling £1.8m are normally transferred from service budgets to treasury management in the first instance. These budgets would then have been applied to fund capital expenditure. The early closedown review report to Cabinet on 2 May 2017, included the recommendation to use borrowing, thereby freeing up an equivalent (£1.8m) revenue resources, for transfer to risk reserves at year end.
- 1.24 Net of the approved transfers set out at paragraphs 1.22 and 1.23 above, the reported year end treasury management underspend at (£1.9m) largely reflects lower borrowing requirement than anticipated due to slippage in the capital plan. This underspend has also been factored into the approved 2017-21 budget plans.
- 1.25 There were also savings in contingency budgets relating to inflation at (£1.1m); energy and inflation contingency not required. Approved budget plans for 2017-21 include significant inflation savings over the period; effectively cash limited (zero inflation) on a range of non-employee budgets over the next 4 years.
- 1.26 Other contingency underspends include insurance fund surplus at (£1.7m) and carbon reduction commitment budget not required at (£0.5m). Again, these underspends had been anticipated in 2017-21 budget plans.

1.27 As part of the Chief Financial Officer's year-end review of year end earmarked reserves requirements, there was an offsetting transfer from contingency budgets to earmarked reserves, totalling £1.9m. This is in respect of the Council's share of potential future payments due to Municipal Mutual Insurance (MMI) under a scheme of arrangement between MMI and its creditors.

### **District Committee Managed Budgets**

1.28 District Committee managed budgets underspent by £644k in 2016-17 against a revised budget provision of £1.1m. This underspend relates to timing issues between approvals to spend at an individual District Committee level, and when actual spend is incurred.

1.29 The Chief Financial Officer will incorporate regular monitoring and review of overall Council reserves requirements as part of the Quarterly financial reporting cycle to Cabinet through 2017-18. This will include consideration of the re-direct of existing earmarked reserves to support any unfunded District Committee spend commitments falling in 2017-18 due to timing issues noted in paragraph 1.28 above.

### **Collection Fund**

1.30 The Collection Fund is a ring-fenced revenue account. It is administered by the Council (the billing authority).

1.31 Responsibilities include council tax and business rates annual billing, income collection, and annual planned payments from the Collection Fund to the billing authority's own general fund, relevant precepting bodies (fire, police and parishes), and central government.

1.32 Planned payments to the relevant bodies are set in advance of each financial year as part of the formal budget approval process, based on estimated income. Actual income collected during the year can vary from estimated, and any such differences are retained within the Collection Fund as surpluses or deficits.

1.33 The intention is that any (surpluses)/deficits built up are 'smoothed out' over time, through adjusting annual re-payments to/from the Council's general fund. Due to timing issues and emerging income trends, it often takes a number of financial years to achieve smoothing out of surpluses/deficits accumulated, in practice.

1.34 Table 1 below reflects the change in the Council share of the Collection Fund (surplus)/deficit, between 2015-16 and 2016-17, including income performance in-year:

**Table 1- Collection fund (Council share): 2016-17 outturn**

Collection Fund	Council Tax	Business Rates
	£000	£000
Actual (surplus) / deficit at 1 April 2016	(4,660)	5,032
Transfer to (+) /from (-) general fund in 2016-17	3,921	(4,214)
Balance of (surplus) / deficit carried forward	(739)	818
In-year income performance (surplus)/deficit	(2,283)	493
<b>Actual (surplus)/deficit at 1 April 2017</b>	<b>(3,022)</b>	<b>1,311</b>
Transfer to (+) /from (-) general fund in 2017-18	2,000	(1,900)
<b>Balance of (surplus) carried forward</b>	<b>(1,022)</b>	<b>(589)</b>

- 1.35 In-year income performance on council tax reflects a surplus of (£2.3m); equivalent to (1.5%) against planned income of (£149.4m), and is mainly due to council tax income collection performance in excess of targeted.
- 1.36 In-year income performance on business rates reflects a deficit of £493k ; equivalent to 0.1% against planned income of £51.4m, and is due mainly to continued volatility on outstanding backdated rating valuation appeals.
- 1.37 Council approved budget plans for 2017-21 had largely anticipated the in-year Collection fund income performance trends noted above, in setting 2017-18 council tax base and business rates estimates. However, the position with regard to rating valuation appeals remains volatile.

### **Council Reserves**

- 1.38 Reserves here means accumulated “one-off” resources built up over time. These are categorised under a number of broad categories, and summarised at Table 2 below:

**Table 2 – Current Reserves position**

General Fund Reserves	31 <sup>st</sup> March 2016	Transfer s in (-) /out (+)	31 <sup>st</sup> March 2017	Budget Approved Movements 2017-18	Remaining reserves
	£000	£000	£000	£000	£000
<b>Schools (statutory)</b>	<b>(19,900)</b>	<b>8,048</b>	<b>(11,852)</b>	<b>-</b>	<b>(11,852)</b>
<b>Earmarked (excluding Risk)</b>	<b>(57,316)</b>	<b>17,822</b>	<b>(39,494)</b>	<b>7,700</b>	<b>(31,794)</b>
Earmarked - Risk Reserves	(9,968)	(18,078)	(28,046)	-	(28,046)
Unallocated Balances	(25,972)	15,254	(10,718)	8,485	(2,233)
<b>Total Finance Resilience Reserves</b>	<b>(35,940)</b>	<b>(2,824)</b>	<b>(38,764)</b>	<b>8,485</b>	<b>(30,279)</b>
<b>Grand Total</b>	<b>(113,156)</b>	<b>23,046</b>	<b>(90,110)</b>	<b>16,185</b>	<b>(73,925)</b>

- 1.39 Overall, Council general fund reserves have reduced from (£113.2m) as at April 2016, to (£90.1m) as at 31 March 2017; equivalent to a 20% (net) reduction in revenue reserves over the 12 month period.
- 1.40 There was a net drawdown of £23.1m reserves during 2016-17. Appendix C attached includes a more detailed review of the Council's general fund reserves movements between years.
- 1.41 The £23.1m net drawdown includes £19.8m drawn down as part of Council approved 2016-17 budget plans to deliver an overall balanced budget.
- 1.42 Risk reserves movements in-year includes the 'transfer-in' of a specific 2016-17 (£8.0m) treasury management underspend;; change in treasury management policy on minimum revenue provision for debt repayment (see also, paragraphs 1.21 to 1.22 earlier).
- 1.43 It also included the transfer-in of (£1.8m) revenue resources released from Treasury Management budgets; substitute fund approved revenue funded capital expenditure from borrowing (see also, paragraph 1.23 earlier).
- 1.44 The 'early review of closedown' report also included funding of £5.4m Council wide voluntary severance costs from 'in-year' generated capital receipts; allowable under Government flexible capital receipts funding guidelines. These costs would otherwise have been met from existing earmarked (workforce restructure) reserves. The equivalent (£5.4m) reserves 'saving' was re-directed from earmarked to risk reserves.
- 1.45 The same report also noted that the Chief Financial Officer would be undertaking a year-end review of earmarked reserves requirements, and subsequently identified (£2.9m) existing earmarked reserves that were no longer required for the original purposes that they had been set aside for. This was also transferred to risk reserves at year end.
- 1.46 As part of the same exercise, (£1.9m) was also transferred from central budgets to earmarked reserves at year end for the Council's share of potential future payments due to Municipal & Mutual Insurance (see also paragraph 1.27 earlier).
- 1.47 Budget Council in February 2017, approved a further drawdown from reserves, totalling £11.1m in 2017-18, to support the Council's budget plans in 2017-18 in the delivery of a balanced budget. There was also approval for a minimum £5m 'balances' requirement.
- 1.48 Adjusting for the above, remaining reserves at the start of 2017-18 total £73.9m. Excluding £11.9m statutory (school) reserves, which cannot be re-directed by the Council for any other purpose, remaining earmarked reserves at the start of 2017-18, totals £62.0m.
- 1.49 The £62m includes the following :
- i) £31.8m earmarked reserves (excluding risk). This is non-recurrent funding set aside in part due to timing issues between "one-off" external funding

contributions received and expenditure incurred on a range of developmental activity. It also includes earmarked reserves set aside to support the organisation's ongoing transformation to New Council

- ii) £30.2m 'risk' reserves, inclusive of £2.2m unallocated balances; effectively reflects the extent of the 'financial resilience' reserves available to the Council at the start of 2017-18.

1.50 Early measures included in the early closedown report to Cabinet on 2 May 2017 effectively increased the level of financial resilience reserves by £10.1m than they would otherwise have been at the start of 2017-18.

1.51 It is recommended that Council reserves should be retained for their agreed purposes as set out above, and that further assessments of reserves requirements will be undertaken through the year, and reported to Cabinet as part of established quarterly corporate revenue monitoring reporting processes.

### **Future developments**

1.52 The annual Budget Report 2017-21 approved at Budget Council on 15 February 2017, includes a planned savings of £54m in 2017-18 alone, to deliver a balanced budget, and further planned savings of £50m over the following 3 years; £104m planned savings requirement in total over the 2017-21 period.

1.53 To ensure that the longer financial position of the Council is affordable and sustainable within approved budget plans over the 2017-21 period, the Council will need to deliver in line with the Medium Term Financial Plan. This means working at pace, with support from the Council's external Transformation Business Partner. This includes strengthened corporate financial and programme governance arrangements, to monitor and review progress on the deliverability of the £54m planned savings requirement through 2017-18.

1.54 While early measures set out in the early closedown report to Cabinet on 2 May 2017 have improved the overall level of financial resilience reserves available to the Council, it is anticipated that further actions will be required during the year to ensure the Council can continue to manage within its means.

**SECTION 2 – HOUSING REVENUE ACCOUNT OUTTURN 2016-17**

**2. Key Points**

- 2.1 The Housing Revenue Account (HRA) is a statutory ring-fenced account. All income streams and costs relating to the provision of landlord services to about 23,000 Council tenancies, are wholly accounted for in a separate statutory, ring-fenced account.
- 2.3 The HRA is wholly self-financing, and as with the general fund, has to live within its means.
- 2.4 The HRA budgeted for a (£2.9m) surplus in 2016-17. The actual surplus was (£9.2m); a favourable variance of (£6.3m) against an annual turnover of (£94.5m); equivalent to (6.7%). This is summarised at Appendix B. The surplus transferred to HRA reserves at year end.
- 2.5 The most significant variance was an underspend of (£3.1m) on revenue contribution to capital expenditure. This was due to slippage on the HRA capital plan in 2016-17 which underspent by (£3.3m) overall (see also, Appendix E).
- 2.6 Other highlight variances include repair & maintenance at (£1.1m) and Other Expenditure; reduction in bad debt provision requirement at (£1.3m). Highlight variances across a range of HRA activity headings are summarised at Appendix C.
- 2.7 HRA rollover proposals from 2016-17 to 2017-18 total £2.4m and are all capital related (see also, Appendix A, Section 3, paragraph 3.6). This will be funded from the £9.2m surplus transferred to HRA reserves at year end. This then leaves a balance of uncommitted HRA surplus at £6.8m which will carry forward in HRA reserves.
- 2.8 The HRA faces a number of significant financial challenges over the medium term. In particular, the Government national social housing rent policy, now enacted through the Welfare & Work Reform Act, has meant an absolute 1% annual rent reduction from April 2016; each year for the next 4 years, for social housing rents.
- 2.9 The financial impact has been a forecast rental income loss of £10.5m per annum by 2020. Rental income accounts for 90% of total HRA income. The modelled financial impact of this has been factored into Council approved HRA budget plans over the 2017-21 period, and longer term HRA business plan forecasts.
- 2.10 The HRA business plan will be re-freshed through 2017-18, and will include consideration of the £6.8m uncommitted surplus (as per paragraph 2.7 above) ,as part of the overall resourcing available to fund HRA business plan medium and longer term requirements.



## HRA Reserves

- 2.11 The HRA statutory ring-fence applies equally to HRA reserves. In-year surpluses or deficits at each year end transfer to HRA general reserves, which build up over time and can be drawn down to support both HRA revenue and capital resourcing requirements.
- 2.12 In addition, there is also a major repairs reserve. This is funded from the annual depreciation charge to HRA . This reserve can only be statutorily used for capital debt repayment or capital investment. The year-end HRA reserves position is summarised in Table 1 below:

**Table 1 - HRA Reserves at April 2017 :**

<b>HRA Reserves</b>	<b>Balance as at 31 march 2016</b>	<b>Surplus transfer from HRA</b>	<b>Reserve s used to repay capital debt</b>	<b>Reserves used to fund capital expenditure</b>	<b>Balance as at 31 March 2017</b>
	£000	£000	£000	£000	£000
General Reserves	(37,304)	(9,209)	0	0	(46,513)
Working balance	(1,500)	0	0	0	(1,500)
Risk reserves	(4,000)	0	0	0	(4,000)
Major Repairs	0	(17,224)	6,259	10,965	0
<b>Total</b>	<b>(42,804)</b>	<b>(26,433)</b>	<b>6,259</b>	<b>10,965</b>	<b>(52,013)</b>

- 2.13 Net movement in HRA general reserves during 2016-17 reflects the £9.2m year-end surplus transfer to HRA reserves.
- 2.14 HRA reserves commitments over the medium term include £4.0m set aside for business risks; in particular, with regard to a number of welfare reform changes such as universal credit, and potential transitional impact on HRA rent arrears. There is also a set aside £1.5m working balance.
- 2.15 As noted at paragraph 2.7 earlier, in total £2.4m of the £9.2m surplus transferred to reserves at year end will be used to fund HRA capital rollover proposals from 2016-17 to 2017-18. This would then leave a balance of £44.1m general reserves available to support future HRA business plan requirements.
- 2.16 Current HRA reserves strategy is largely driven by long term HRA business plan requirements; in particular the planned build-up of capital resources in earlier years, rolled forward through general reserves. This funding will then be released over the longer term in line with capital investment needs to maintain housing stock decency over the 30 year lifetime of the HRA business plan.
- 2.17 The recently enacted Housing & Planning Act 2016 includes government policy intent with regard to high value council housing assets; namely an annual levy or charge to Council HRA's, which will then be re-directed to private registered providers to compensate them for loss of housing stock

through the introduction of right to buys in this sector.

- 2.18 The indicative levy calculation for individual Councils and accompanying consultation has not been released yet by government. The current timescale is uncertain. It is anticipated that short-term, existing HRA general reserves would have to absorb any short-term cash-flow impact at the point of implementation of the levy.
- 2.19 Subject to further Government clarification on the detail and timeline of any implementation, this is acknowledged to represent a significant future budget pressure on the HRA which would need to be modelled through the HRA business plan, and the resource implications incorporated accordingly into future budget rounds.

### **HRA borrowing 'cap'**

- 2.20 As part of HRA self-financing implementation, Government set different borrowing limits for Councils with HRA's. This Council's HRA borrowing limit was set at £247.6m as at April 2012.
- 2.21 In practice, actual HRA debt outstanding at the time was £215.6m. The difference between HRA debt outstanding and the borrowing limit is also referred to as 'borrowing headroom'; £32m in this case. Since April 2012, the Council has continued to re-pay HRA debt annually, in line with current Council treasury management policy, and as at 31 March 2017, HRA debt outstanding was **£186.2m** (see also, Appendix E), effectively increasing the HRA borrowing headroom to £61.4m.
- 2.22 While there is borrowing headroom, as with the general fund, the Council has to ascertain whether or not the HRA can "afford" to take on new borrowing, in view of the additional financing costs that HRA would have to incur. Consideration of any scope to review the current approach will be taken as part of the regular re-refresh of the HRA business plan.

### **Future developments**

- 2.23 The annual 1% rent reduction each year for the next 4 years presents a significant financial risk to the HRA. There are also a number of other business risks potentially impacting on HRA, including the impact of universal credit on income collection, and the levy proposal noted earlier in paras 2.15 to 2.17 above. These business risks will continue to be reviewed in conjunction with the regular re-refresh of the HRA business plan in-year, to inform future budget rounds.
- 2.24 This also includes the planned delivery of significant efficiency savings over the medium term; in particular sustainable medium term savings following the merger between Building Services & the Council's Arms Length Management Organisation partner, Kirklees Neighbourhood Housing (KNH), implemented in October 2016.

## SECTION 3 – CAPITAL OUTTURN 2016-17

### 3. Capital Outturn Summary Position

- 3.1 The Capital Plan for 2016-17 (inclusive of rolled over funds from 2015-16) was approved by Council on 29<sup>th</sup> June 2016 and totalled £102.0m. Following adjustments reported as part of Quarter 3 monitoring to Cabinet, the Capital Plan stood at £103.2m.
- 3.2 Subsequent adjustments increased the Capital Plan total to **£110.5m** by the end of the financial year. The increase in budget of £7.3m is mainly due to the £5.4m staff capitalisation with matched funding from in-year capital receipts (see also, Appendix A, Section 1, paragraph 1.45). A breakdown of budget changes can be found in Appendix E iii).
- 3.3 Actual spend at year end was £69.3m. There is a headline outturn **underspend of £41.3m** (37.4% variance compared to budget).
- 3.4 The outturn position across headline activities and highlight variances are explained at Appendix E i) and ii), along with explanations of the principal variations.

### Capital Rollover Proposals

- 3.5 The General Fund underspend is £38m. Of this, £36.8m relates to slippage rather than anticipated scheme underspends. The proposal is to roll-forward this forward into future years. The remaining £1.2m underspend has been identified with no existing commitments. This will not be rolled forward into 2017-18.
- 3.6 The Housing Revenue Account (HRA) underspend is £3.3m. Of this, £2.4m relates to slippage and it is proposed that this also be rolled forward into future years. This includes baseline works of £500k, Estate Environmental of £1m and Strategic Priorities of £900k
- 3.7 At this stage there is no recommendation for extra investment over and above the recommended plan for 2017-18 to 2021-22 noting that Cabinet will be updated on the Council's exposure to capital risks and pressures during the upcoming financial year.
- 3.8 The annual re-refresh of Council's multi-year budget strategies and plans will be reported to full Council in Autumn 2017, and will include a further review of the updated capital plan as part of this annual re-refresh.

### Updated Capital Investment Plan 2017-22

- 3.9 The Capital Plan approved at Budget Council on 15 February for the period 2017-22 totalled £346.3m. This has been now been updated to take account of capital rollover proposals totalling £38.5m. The plan has also been updated to reflect minor changes in the estimated levels of external grant

funding/contributions available over the 2017-22 period. Services have also taken the opportunity to review progress on programmes and schemes with a view to achieving a more realistic capital budget profile over the 5 year Plan period, including an appropriate profiling of capital rollover proposals over the period.

- 3.10 The revised Capital Investment Plan for the period 2017-22 totals £362.1m. The Plan is summarised at Table 1 below (see Appendix G i) – G iii)) for detail, including capital resourcing detail).

**Table 1 - Overall Expenditure Summary 2017-18 to 2021-22**

	17-18 £000	18-19 £000	19-20 £000	20-21 £000	21-22 £000	Total £000
<b>Strategic Priorities</b>	33,343	25,987	22,409	5,343	545	87,627
<b>Baseline</b>	53,935	28,422	26,125	25,398	22,060	155,940
<b>One-Off Initiatives</b>	95	0	0	0	0	95
<b>Risks &amp; Pressures</b>	2,500	2,500	2,500	2,500	2,500	12,500
<b>Total General Fund</b>	<b>89,873</b>	<b>56,909</b>	<b>51,034</b>	<b>33,241</b>	<b>25,105</b>	<b>256,162</b>
<b>HRA</b>	20,022	23,020	18,172	17,646	27,105	105,965
<b>Council Total</b>	<b>109,895</b>	<b>79,929</b>	<b>69,206</b>	<b>50,887</b>	<b>52,210</b>	<b>362,127</b>

- 3.11 In addition to capital rollover, other key revisions to the 5 year Plan include the proposed reduction by £1m of uncommitted borrowing from Risks & pressures from 2017-18 onwards, the reduction of £165k from the Powerhouse scheme within Strategic Priorities in 2017-18, and the reduction of £662k in relation to Huddersfield Leisure Centre, which is no longer required in 2017-18. Also, £1m rollover is not required for the Councils short term loan facility to Kirklees College, since the maximum £6m loan facility (approved by Cabinet 23rd August 2016) was already built into the February Budget Capital Plan.
- 3.12 The above proposals total £2.8m and were all funded by borrowing. Their removal from the capital plan would generate additional treasury management revenue savings of £189k per annum from 2017-18 onwards.
- 3.13 Cabinet approval was given on 20 September 2016 to fund a further £4m loan advance to Kirklees Stadium Development Ltd from the Risks and Pressures line, in addition to the £9m loan previously approved. The plan for the HD-One scheme within Strategic Priorities has been updated to £13m overall to fund the loan on a commercial basis which is secured against specific developments.
- 3.14 The main Strategic Priority schemes funded by borrowing (Huddersfield Town Centre Action Plan, Dewsbury Town Centre Action Plan, European Grant Funding Opportunities and Spenborough Sports Facility) have been reviewed to ensure the capital budget profiles across years remain realistic. Overall borrowing requirements (including rollover) remain unchanged.
- 3.15 Strategic Priorities Programme includes funding allocated (mandated) from the Combined Authority to the Council, to fund early feasibility work on West Yorkshire Transport Fund (WYTF) strategic priorities. The updated plan

reflects existing mandates rolled forward from 2016-17. No further mandates have yet been agreed for 2017-18, however the plan will be updated to reflect new mandates throughout the new financial year.

3.16 The Department for Education has confirmed the education basic need grant allocations for the 2017-20 period. Years 4 and 5 assume a continuation of the new year 3 allocation. Overall there has been a significant funding reduction over the 5 years from £30.4m to £17.5m; an overall reduction of £12.9m over the period compared to previous estimates. This reduction has entirely fallen on the New Pupil Places Programme within Strategic Priorities.

3.17 Other changes incorporated into the Plan, affecting Baseline plans, relate to:

*i)* The Disabled Facilities Fund which is part of the Better Care Fund can only be used for the specific purpose of providing adaptations for disabled people who qualify under the scheme. A grant allocation of £2.7m, an increase of £0.2m, for 2017-18 was announced on 20<sup>th</sup> April 2017 and is built into the Housing Private capital plan.

*ii)* Cabinet approval (20 September 2016) was given for £150k of Better Care Fund grant to be allocated to the Adults Capital Plan pending the firming up of capital spend proposals from the service.

*iii)* Government announced on 4<sup>th</sup> March 2017 an un-ringfenced grant “to support local authorities to make capital investments in provision for pupils with special educational needs and disabilities. Local authorities can invest in new places and improvements to facilities for pupils with education, health and care (EHC) plans in mainstream and special schools, nurseries, colleges and other provision.” Kirklees allocation is £352k each year for the next 3 years and has been included within the Children and Young Peoples Baseline capital plan.

*iv)* The Department for Education announced in March 2017 that the level of Capital Maintenance grant for 2017-18 will be £3.7m (a reduction of £57k compared to the previous assumption of £3.6m).

*v)* a net increase in external grant funding (£905k) for Highways in 2017-18

### **Prudential Indicators**

3.18 The overall capital resourcing of the updated 2017-22 capital plan is set out in more detail at Appendix G iii). This includes new borrowing over the 2017-22 period totalling £115.4m; equivalent to 32.1% of total capital funding of £362.1m over the period.

3.19 The Council is able to undertake borrowing without central government approval under a code of practice called the Prudential Code. This requires prudential indicators (indicators/limits which help manage the Council’s borrowing and treasury management activities) to be set as part of the budgeting process, monitored through the year and reported at outturn.

- 3.20 Appendix F provides a schedule of the prudential indicators applicable to affordability and prudence which have been reported as part of capital monitoring in 2016-17. Indicators applicable to treasury management are reported in the Annual Report on Treasury Management.
- 3.21 The impact on the prudential indicators from the adoption of the proposed updated 5 Year Capital Plan 2017-22 including rollover has a minimal impact due to actively using short term borrowing which has low interest rates. This therefore has a low impact on debt charges.
- 3.22 The proportion of the revenue budget absorbed by repaying debt and interest is a matter of local decision. However, as borrowing grows as a proportion of the revenue budget, the Council's ability to provide day to day services is restricted as repayment of debt is a first call on the Council's finances.

## SECTION 4 – TREASURY MANAGEMENT

**4. Borrowing and Investment Strategy 2016/17**

- 4.1 With the continuation of instabilities in the financial markets and fragility of economic activity, the over-riding policy was one of ensuring the security of the Council's balances. The Council chose to invest externally balances of around £30 million, largely for the purpose of managing day-to-day cash flow requirements, with any remaining balances invested "internally", offsetting borrowing requirements. The investment strategy was designed to minimise risk, investments being made primarily in instant access accounts or short-term deposits, with the major British owned banks and building societies, or Money Market Funds.
- 4.2 It was expected that the Council's external borrowing would increase by up to £30 million, arising mainly from the need to replace balances used. With short-term rates forecast to stay low over the next three years, it is proposed that new borrowing be kept to relatively short periods (up to 10 years).

**The economy and interest rates**

- 4.3 Politically, 2016/17 was an extraordinary twelve months which defied expectations when the UK voted to leave the EU and Donald Trump became President of the USA. Uncertainty arising from these outcomes and the slowdown of the Chinese economy in early 2016 all resulted in significant market volatility during the year.
- 4.4 The referendum result caused a sharp fall in the Sterling exchange rate and initial falls in interest rates and equity prices. Higher import prices, together with higher energy prices, resulted in CPI rising to 2.3% year/year in March 2017. Repercussions on economic growth were judged by the Bank of England to be sufficiently severe to prompt a cut in Base Rate to 0.25% in August and embark on further gilt and corporate bond purchases. Despite growth forecasts being downgraded, economic activity was fairly buoyant and the labour market also proved resilient. The UK's sovereignty rating was downgraded to AA by two of credit rating agency.
- 4.5 At the beginning of each quarter, interest rates for the UK were as follows:

		<u>Base rate</u>	<u>50 year PWLB (maturity)*</u>
2016	Apr	0.50%	2.95%
	Jul	0.50%	2.17%
	Oct	0.25%	2.17%
	Jan	0.25%	2.50%
2017	Apr	0.25%	2.34%

\*Includes the 0.20% discount that the Council can access as part of the "certainty rate" scheme.

### **Investment activity**

- 4.6 The Council's treasury management investments totalled £31.3 million as at 31 March 2017 (£38.3 million 31 March 2016). The Council invested an average balance of £41.8 million externally during the year (£59.0 million 2015/16). Income of £0.153 million was generated through these investments (£0.264 million 2015/16). Appendix H shows where investments were held at the beginning of April, the end of September and the end of March, by counterparty, by sector and by country. The Council's average lending rate for the year was 0.37% (0.45% 2015/16), being above the weighted average 7 day London Interbank borrowing rate of 0.33%. The fall in rates between the years reflects the Base Rate cut in August.
- 4.7 The majority of investments were placed in instant access bank deposit accounts/Money Market Funds (MMFs). MMFs offer greater diversification of counterparties and thus lower risk, as well as instant access and relatively good returns.
- 4.8 At the end of November, the Bank of England released the results of its latest stress tests on the seven largest UK banks and building societies (Barclays, HSBC, Lloyds/Bank of Scotland, Santander UK, HSBC, RBS/NatWest and Nationwide BS). The 2016 stress tests were more challenging and designed under a new Bank of England framework, which tested the banks' resilience. No banks failed the test, but Royal Bank of Scotland, Barclays and Standard Chartered Bank were found to be the weakest performers. It should be noted that the tests were based on banks financials as at 31 December 2015 (11 months out of date), but our advisors, Arlingclose, regularly undertake analysis of relevant ratios in order to keep its clients informed of current bank creditworthiness.

### **Borrowing requirement and debt management**

- 4.9 In terms of borrowing, long-term loans at the end of the year totalled £400.5 million and short-term loans (excluding interest accrued) £37.7 million (£408.4 million and £16.0 million 31 March 2016), an overall increase of £13.8 million. The only new long-term borrowing in the year was an interest free loan for £109k from West York Combined Authority, linked to a housing development scheme being undertaken by the Council. Appendix I details repayments of long-term loans during the year and short-term loans outstanding as at 31 March 2017.

	Actual £m
Decrease in Capital Financing Requirement excluding PFI	-4.7
Decrease in net balances	17.8
Increase in external borrowing and deferred liabilities	13.1

The Capital Financing Requirement (CFR) is the authority's underlying need to borrow for a capital purpose.



- 4.10 Fixed rate loans account for 82.5% of total long-term debt giving the Council stability in its interest costs. The maturity profile for fixed rate long-term loans is shown in Appendix J and shows that no more than 11% of fixed rate debt is due to be repaid in any one year. This is good practice as it reduces the Council's exposure to a substantial borrowing requirement in future years when interest rates might be at a relatively high level.
- 4.11 The primary source of the Council's borrowing is from the Government ie Public Works Loan Board (PWLB). In January 2015, DCLG announced that the PWLB would be abolished. It is likely that Treasury will take over the PWLB's responsibilities and lending arrangements will remain unaffected.
- 4.12 In June 2016, the Council received deed polls from Barclays Bank stating that it would not exercise its options to increase interest rates on £30 million of LOBO (Lender's Option, Borrower's Option) loans held by the Council. This effectively makes the loans fixed rate maturity loans. The interest rates on these loans range from 3.81% to 4.10%. This effectively brings the total of LOBO loans down to £76.6 million which represents 17.5% of total external borrowing. LOBO loans are when the lender has the option to propose an increase in the interest rate at set dates, following which the Council has the option to either accept the new rate or to repay the loan at no additional cost. No options were exercised during the year.
- 4.13 The Local Capital Finance Company was established in 2014 by the Local Government Association as an alternative source of local authority finance. It plans to issue bonds on the capital markets and lend the proceeds to local authorities. It has yet to issue any loans but officers will continue to monitor developments of this potential new funding source.
- 4.14 In terms of debt rescheduling, the premium charge for early repayment of PWLB debt remained relatively expensive for the loans in the Council's portfolio and therefore unattractive for debt rescheduling activity.
- 4.15 The average borrowing rate for 2016/17 was 4.78% (4.95% 2015/16).

#### **Trends in treasury management activity**

- 4.16 Appendix K shows the Council's borrowing and investment trends over the last 9 years. The analysis shows that at the onset of the "Credit Crunch" (2008), the Council was externally investing over £100 million, with average investment rates over 5%. From 2009/10 onwards as the banking crisis grew worse and investment rates fell, the Council adopted a policy of holding external investments for cash flow purposes only, initially at around £50 million and then further reduced to £30 million. Any further balances have effectively been "invested internally" to offset new borrowing requirements. For the first time in six years, the net debt position increased as the Council began to use its balances to support budget pressures.

- 4.17 The Capital Financing Requirement (CFR) for General Fund and HRA is currently £412.8 million and £186.2 million respectively. It is funded by external borrowing and balances internally invested.

### **Revenue Budget Monitoring**

- 4.18 The outturn showed an under-spend of £11.6 million on a net spend of £23.6 million. The under-spend arose largely from the policy on debt repayment being modified (£8.0 million) and the decision to replace service revenue contributions to fund capital with borrowing (£1.8 million). There was member approval to transfer the cash benefit from these 2 measures, to strengthen available risk reserves at year end (see also, Appendix A Section 1, paragraphs 1.22 to 1.23).

### **Risk and Compliance Issues**

- 4.19 The Council can confirm that it has complied with its prudential indicators for 2016/17, which were approved as part of the Treasury Management Strategy. Details can be found in Appendix L. Indicators relating to affordability and prudence are reported at Appendix A, Section 3 ,paragraphs 3.17 to 3.21).
- 4.20 On two occasions (June and September 2016) when the Council has received unexpected monies late in the day, officers have had no alternative but to put the monies into the Barclays Business Reserve Account overnight. This led to a marginal breach of the investment limit on Barclays on each occasion (£553k and £733k), mainly because the Council was also investing with Barclays at the time, taking advantage of a preferential rate offered as a new current account customer. The offer ended in October and the Council has not invested with Barclays since then.
- 4.21 In addition at the end of April 2016, a Barclays' software problem prevented the Council from transmitting funds to other counterparty deposit accounts. This caused the Council to have £11 million in excess of its own investment limit with Barclays over the weekend. The Council was compensated by Barclays for any loss of interest and the problem has not re-occurred.
- 4.22 In line with the strategy, the Council has not placed any direct investments in companies as defined by the Carbon Underground 200.
- 4.23 The Council is aware of the risks of passive management of the treasury portfolio and, with the support of the Council's consultants (Arlingclose), has proactively managed the debt and investments over the year.
- 4.24 The CIPFA Code of Practice requires that treasury management performance be subject to regular member scrutiny. The Corporate Governance and Audit Committee performs this role and members have received reports on strategy, half yearly monitoring and now the outturn for the year 2016/17. Training was provided to Members in March 2015 and consideration should be given to requesting Arlingclose to provide a refresh in the summer.

## REVENUE OUTTURN 2016-17

## APPENDIX B

General Fund	Net Controllable Budget	Funding transfer from (+) / to (-) reserves	Total Resources available	Revenue Outturn	Variance	Variance
	£000s	£000	£000	£000s	£000s	%
Children & Young People	57,959	9,540	67,499	80,984	13,485	20.0%
Commissioning, Public Health & Adults	84,217	648	84,865	91,193	6,328	7.5%
Place	35,738	-	34,095	31,375	(2,720)	(8.0%)
Resources	36,631	518	37,149	34,211	(2,938)	(7.9%)
Communities, Transformation & Change	5,299	272	5,571	5,101	(470)	(8.4%)
Economic Resilience	14,405	1,118	12,047	8,627	(3,420)	(28.4%)
Early Intervention & Prevention	25,382	-	25,382	21,627	(3,755)	(14.8%)
<b>Directorate Totals</b>	<b>253,906</b>	<b>12,702</b>	<b>266,608</b>	<b>273,118</b>	<b>6,510</b>	<b>2.4%</b>
Central Budgets	55,832	(11,848)	43,984	40,809	(3,175)	(7.2%)
District Committee managed budgets	1,098	-	1,098	454	(644)	(58.7%)
<b>Grand Total</b>	<b>310,836</b>	<b>854</b>	<b>311,690</b>	<b>314,381</b>	<b>2,691</b>	<b>0.8%</b>

APPENDIX B (continued)

Housing Revenue Account	Net Controllable Budget	Revenue Outturn	Variance	Variance
	£000s	£000s	£000s	%
Repair & Maintenance	22,377	21,139	(1,138)	(5.1)
Housing Management	32,474	31,785	(689)	(2.1)
Other Expenditure	28,856	27,480	(1,376)	(4.8)
<b>Total operating expenditure</b>	<b>83,707</b>	<b>80,504</b>	<b>(3,203)</b>	<b>(3.8)</b>
Rent Income	(82,639)	(82,791)	(152)	0.2
Other income	(11,839)	(11,745)	94	-0.8
<b>Total operating income</b>	<b>(94,478)</b>	<b>(94,536)</b>	<b>(58)</b>	<b>nil</b>
Revenue contribution to capital expenditure	7,919	4,823	(3,096)	(39.0)
<b>Net surplus (-) /deficit (+)</b>	<b>(2,852)</b>	<b>(9,209)</b>	<b>(6,357)</b>	<b>(30.2)</b>
Planned Transfer to HRA Reserves	2,852	9,209	6,357	-
<b>Net Surplus (-) / deficit (+)</b>	<b>0</b>	<b>(9,209)</b>	<b>0</b>	<b>-</b>

APPENDIX C

GENERAL FUND RESERVES & BALANCES	Reserves at 1 April 2016	Reserves supporting 2016-17 MTFP	in-year movements (Council approval Feb/July 2017)	Planned use of reserves in-year	Early closedown review - Cabinet Report May 2017	Year end transfer to General Reserves - Council overpend	Reserves at 1 April 2017	Reserves supporting 2017-18 MTFP	Remaining reserves at April 2017
	£000	£000	£000	£000	£000	£000	£000	£000	£000
STATUTORY (SCHOOL) RESERVES									
Earmarked Reserves - School Balances	(13,492)	-	-	3,960	-	-	(9,532)	-	(9,532)
Earmarked Reserves - Dedicated Schools Grant	(6,407)	-	-	4,088	-	-	(2,320)	-	(2,320)
<b>Statutory (School) Reserves Total</b>	<b>(19,900)</b>	<b>-</b>	<b>-</b>	<b>8,048</b>	<b>-</b>	<b>-</b>	<b>(11,852)</b>	<b>-</b>	<b>(11,852)</b>
EARMARKED (OTHER)									
Prepayments (PFI)	(3,148)	-	-	(167)	-	-	(3,314)	-	(3,314)
Joint Adults Social Care / Health	(7,964)	-	-	227	34	-	(7,703)	7,700	(3)
Workforce Restructure	(10,910)	-	300	119	5,400	-	(5,091)	-	(5,091)
Insurance (Municipal Mutual Insurance)	-	-	-	-	(1,900)	-	(1,900)	-	(1,900)
Revenue Grants / Contributions	(15,038)	1,221	-	1,825	1,155	-	(10,837)	-	(10,837)
Revenue Rollover	(9,752)	397	3,307	1,543	499	-	(4,006)	-	(4,006)
Business Rates Reserve	(3,714)	3,145	-	56	512	-	(0)	-	(0)
New Council Transformation	(4,000)	-	(1,433)	489	-	-	(4,944)	-	(4,944)
Other Earmarked Reserves	(2,790)	-	-	401	692	-	(1,698)	-	(1,698)
<b>Earmarked Reserves (Other) Total</b>	<b>(57,316)</b>	<b>4,763</b>	<b>2,174</b>	<b>4,493</b>	<b>6,392</b>	<b>-</b>	<b>(39,494)</b>	<b>7,700</b>	<b>(31,794)</b>
EARMARKED-RISK	(9,968)	-	(8,000)	-	(10,078)	-	(28,046)	-	(28,046)
UNALLOCATED BALANCES	(25,972)	15,037	(2,174)	-	(300)	2,691	(10,718)	8,485	(2,233)
<b>Financial Resilience Reserves Total</b>	<b>(35,940)</b>	<b>15,037</b>	<b>(10,174)</b>	<b>-</b>	<b>(10,378)</b>	<b>2,691</b>	<b>(38,764)</b>	<b>8,485</b>	<b>(30,279)</b>
<b>All Reserves &amp; Balances</b>	<b>(113,156)</b>	<b>19,800</b>	<b>(8,000)</b>	<b>12,541</b>	<b>(3,986)</b>	<b>2,691</b>	<b>(90,110)</b>	<b>16,185</b>	<b>(73,925)</b>

General Fund Outturn highlight variances

APPENDIX D

Directorate	Activity	Highlight Variances £000	Additional comments on highlight variances
Children & Young People	Safeguarding & family support; demand led activity	+6,745	(Underlying overspend +3,570k in 2015-16). Includes internal/external fostering +2,827k, external placements +2,026k, leaving care supported accommodation +946k, Special guardianship/child arrangement orders +785k
	Safeguarding & family support	+5,982	Mainly net cost of additional agency staffing costs at + 5,243k due to Interim Service Management arrangements
	Safeguarding Assurance	+1,085	Mainly due to Medium Term Financial Plan savings not achieved +£195k , Agency costs +£786k, and unfunded posts +£134k.
	Learning & Skills	(577)	Includes specialist learning support -£223k, savings on employee budgets; savings across a range of support services provided to Partnership Service activity at -£290k
	Disabled Children's Service	+200	Mainly pressure on direct payments +£342k & +£158k Agency staffing, offset by drawdown from Kirklees Integrated Community Equipment Store pooled reserves (£327k)
	Child Sexual Exploitation Team	+369	Additional costs arising from Child Sexual Exploitation unfunded to be met from reserves

Directorate	Activity	Highlight Variances £000	Additional comments on highlight variances
	Safeguarding & family support; Legal Costs	+474	Pressure on legal disbursements
<b>Commissioning, Public Health &amp; Adults</b>	Placement equivalent demand	+5,453	(Underlying overspend £1,700k in 2015-16) ; Older People (£0.3m), Physical disabilities +£0.7m, Learning disabilities +£4.2m and Mental health +£0.9m,. In addition there has been £2m Better Care Funding already allocated to placement equivalents from 16/17 monies for supporting social care.
	(Older People) In-house residential	+538	Net employee overspends ; largely agency costs arising from sickness/vacancy cover.
	Best Partnering	+953	Deferral of assumed budget savings from joint review of commissioned activity currently directly provided by Adults.
	Re-ablement	+304	Budget savings not made in full
	Commissioning	(800)	Includes Contracted Services including extra care housing (£172k), savings in other contracted services (£414k), reduced Kirklees Integrated Community Equipment Store contribution (£361k); part offset by Deprivation of Liberty Safeguarding - External Assessors to meet demand +£366k

Directorate	Activity	Highlight Variances £000	Additional comments on highlight variances
	Public Health	+224	Mainly savings on Substance Misuse, Smoking and Sexual Health (£778k), Healthy Child programme (£146k), Weight Management Resources +£34k, Health Checks (£208k), Health Protection (£109k), staff savings (£347k) and other PH savings (£238k) to offset the public health grant reduction of £2,016k in 2016-17.
Place	Waste Services	+1,176	Exceptional costs relating to site environmental clean-up (Hunters) at +£1,129k, Waste disposal volumes (tonnages) at +£151k . Delayed implementation of budget savings at +£501k ;partly offset by other savings in- year across a range of activity at (£605k)
	Driver Training	(866)	Higher than anticipated referral numbers across the region for driver training
	Policy, Strategy & Commissioning	(471)	Early delivery of 2017-18 planned savings.
	Transport	(233)	Mainly sales (£247k) favourable
	Strategic Housing	(219)	Includes underspends on employees (£46k), reduced costs on stair-lift requirement at (£41k) and minor underspends across a range of other activity totalling (£80k)
	Markets	+200	Income target shortfall +£332k partly offset by savings across various cost headings (£132k)



Directorate	Activity	Highlight Variances £000	Additional comments on highlight variances
	Schools Transport	+1,148	Mainly relates to volume pressures on Home to School Transport at (£1,067k)
	Schools Facilities Management	(1,544)	In the main, relates to Catering surplus (£1,193k) due to increased efficiency on labour and food costs of supplying Universal Free School Meals; Cleaning surplus of (£330k)
	Corporate Landlord	(1,354)	Capacity created to fund transformational type works e.g. asset transfers, reduced number of buildings and lower facilities management spend
<b>Resources</b>	Customer & Exchequer services	(1,758)	Mainly due to Library & Information Centres savings in advance (£1,071k), Welfare & Complimentary Benefits employee savings (£327k), and additional Benefit Subsidy Grant of -£454k
	Support for Council as Democratic Org	(356)	Includes Councillor allowances at -177k and Governance services - 80k;
	Looking Local	+248	Operates as a traded activity; reflects net income shortfall in-year against traded activity
	Corporate & Democratic Core	(257)	Mainly savings on annual Council subscriptions /external audit fees.

Directorate	Activity	Highlight Variances £000	Additional comments on highlight variances
	Information Technology	(505)	Release of budgets set aside for Transformation projects to help mitigate other Council pressures.
<b>Communities, Transformation &amp; Change</b>	All Service activity	-	No key variances at Outturn
<b>Cross-Directorate Themes</b>	Economic Resilience	(3,420)	Mainly (£3,593k) underspend on add back budgets partially offset by slippage in delivery of achieving current year budget savings in the Integrated Community Safety Hub model
	Early Intervention & Prevention	(3,755)	Includes underspend on add-back budgets at (£2,475k), plus Early Intervention & Targeted Support savings made early at (£2,285k) and other vacancy management totalling (£958k) pending wider service review, plus Community grants budget savings in advance (£756k) ; partly offset by overspend on Supporting People activity of +2,922k
<b>Central Budgets</b>	Treasury Management	(1,876)	Mainly due to reduced borrowing cost; capital rollover from 2015-16 to 2016-17 being less than had been anticipated when budgets were set.
	Contingencies	(1,389)	Includes Contingency and energy inflation not required at (£1,104k), savings on carbon reduction commitment budget at (£500k), and insurance fund surplus of (£1.7m).  The variance here takes account of the year end transfer of £1.9m to Council earmarked reserves in respect of the Council's share of

Directorate	Activity	Highlight Variances £000	Additional comments on highlight variances
			potential future payments due to Municipal Mutual Insurance (MMI) under a scheme of arrangement between MMI and its creditors
	Joint Committees	(213)	Mainly relates to saving on the annual Integrated Transport Authority levy payment to the Combined Authority
<b>Ring-fenced Corporate Budgets</b>	District Committee managed budgets	(644)	Largely reflects deferred spend commitments against budgeted Activity

**Housing Revenue Account (HRA) revenue outturn 2016-17 : highlight variances**

Directorate	Activity	Variance £000	Additional comments on variances
HRA	Repairs & Maintenance	(1,138)	Mainly reflects year end trading surplus transfer from building services to HRA at (£888k), contingency budget not required (£300k), empty homes theme at (£80k) , re-chargeable repairs reduced costs at (£280k), and unplanned works at (£191k) ; partly offset by Responsive theme +£458k and Planned works +138k
	Housing Management	(689)	Includes reduced costs for Excellent Homes for Life PFI at (£290k), deferred development costs on new build at (£221k) and reduced cost of communal lighting at (£131k)
	Other Expenditure	(1,376)	Mainly due to reduced bad debt provision - delayed implementation of Universal credit (£1,337k)
	Income	(58)	Includes dwellings rent Income at (£152k), Service charges at (£135k); part offset by ;part offset by reduced rechargeable repairs income at £280k
	Revenue Contribution to capital expenditure	(3,096)	Reduced funding requirement due slippage on capital plan expenditure in-year

**CAPITAL PLAN 2016/17 OUTTURN – SUMMARY**

**APPENDIX E i)**

Capital Plan	Revised Budget	Outturn	Variance	Variance
	£'000	£'000	£'000	%
<b>Strategic Priorities Total</b>	<b>25,134</b>	<b>10,926</b>	<b>(14,208)</b>	<b>(56.5)</b>
<b>Baseline</b>				
Childrens & Young People	10,706	5,946	(4,761)	(44.4)
Adults	500	20	(480)	(96.0)
Place	39,279	27,775	(11,505)	(29.3)
Communities, Transformation & Change	1,424	176	(1,248)	(87.6)
Resources	1,633	1,484	(149)	(9.1)
Leeds City Region Revolving Fund	1,874	1,324	(550)	(29.3)
<b>Baseline Total</b>	<b>55,416</b>	<b>36,725</b>	<b>(18,691)</b>	<b>(33.7)</b>
<b>One-Off Initiatives</b>	<b>5,501</b>	<b>5,406</b>	<b>(95)</b>	<b>(1.7)</b>
<b>Risks &amp; Pressures</b>	<b>5,000</b>	<b>0</b>	<b>(5,000)</b>	<b>(100.0)</b>
<b>General Fund Total</b>	<b>91,051</b>	<b>53,056</b>	<b>(37,995)</b>	<b>(41.7)</b>
<b>HRA</b>	<b>19,478</b>	<b>16,210</b>	<b>(3,268)</b>	<b>(16.8)</b>
<b>Overall Total</b>	<b>110,529</b>	<b>69,266</b>	<b>(41,263)</b>	<b>(37.3)</b>

Strategic Priorities Capital Plan	Highlight Variance	Comments on Highlight Variances
	<b>£'000</b>	
New Pupil Places in Primary Schools	(8,140)	Slippage to the start on site date at Beaumont Academy has meant that only enabling works will go ahead this financial year and the New North primary school will not start on site until 2017/18. Any underspend in funding on Strategic Priorities will be required to rollover to 2017-18 to enable the rolling programme on schools to be delivered as part of the Schools Investment Needs Strategy.
Spensorough Sport Facility	(619)	Expenditure in 2016/17 was for feasibility only.
Huddersfield Sport Centre	(712)	Final retention payment agreed was less than the estimated figure after the gain share was determined on the contract. £50k rollover required for outstanding commitments & fee element
Kirklees College Loan	(1,000)	The College has not fully utilised the short term loan facility this year
Local Growth Fund	(644)	There have been some delays encountered compared to the original timetable, as is common with large and complicated housing developments. However, as the project is now due to start delivery, all the resource identified is still required, and should be rolled forward to allow for successful implementation.
Pioneer House	(1,070)	The project has not spent/committed expenditure at the rate anticipated during 2016/17 but will progress fairly quickly in 2017/18 and the expenditure is required to continue with these project.
<b>Strategic Priorities Total</b>	<b>(12,185)</b>	

Baseline Capital Plan	Highlight Variance	Comments on Highlight Variances
	<b>£'000</b>	
<b>Childrens</b>		
Basic Need	(842)	The 2016-17 Basic Need Programme was approved at the 8th March 2016 Cabinet. Any underspend in funding will be required to rollover to 2017-18 to enable the rolling programme to be delivered and borrowing on DCYP Strategic Priorities to be reduced
Capital Maintenance	(1,137)	The underspend on 16/17 budget is largely due to the masterplan for essential works at Woodley School being determined. Underspends in other areas will help mitigate against the reduction in grant funding for 2017/18.
One-off Initiatives	(2,536)	Some contributions not received from developers. Majority of funds remain unallocated either whilst discussions occur to identify schools to benefit or funds held pending emergence of new Investment Need Strategy.  Contingency amounts for outstanding commitments on disputed final accounts and internal charges not accrued for. Any potential underspend will be used to mitigate against the reduction in Basic Need funding in future years.  Required for match funding on Early Years Capital successful bid for '30 hours free childcare' Scheme will be committed by year end
<b>Childrens Total</b>	<b>(4,515)</b>	
<b>Place</b>		
Housing (Private)	(1,493)	Includes Section 106 budget of £969k for which there are no schemes ongoing, Demolition at Wakefield Road budget of £176k awaiting a CPO and Capital Allowances budget of £193k which is to be spent on future Large Housing Schemes work
Highways	(2,413)	There are four causes of underspend in the Higways Capital Plan: (i) Works ongoing and not complete at the financial year end £650k which include road surfacing at Town Street and Whitehead Lane, Streetlighting programme, VMS signs and the flood management programme (ii) Specific funded works programmes re-profiled for construction in 17/18 £480k which include retaining walls through the Challenge Fund and car parks through RCCO (iii) Scheme delays through external influences £740k which include permissions for unadopted road works, Springwood car park approvals, Scrutiny review of Hudds Town Centre Access and Connectivity Project to influence completion of Hudds TC works and Hudds TC Cycle Infrastructure through CCAG2 (iv) Safer Roads £540k.
		The projects have not spent/committed expenditure at the rate anticipated during 2016/17 but the projects will continue in

Economic Delivery	(2,184)	2017/18 and the expenditure is required to continue with these projects.
Corporate Landlord Asset Investment	(998)	Includes £377k schemes slipped in year and/or late additions but not yet committed, responding to changing priorities and £586k schemes on site and/or committed but not yet complete.
Asset Strategy	(2,505)	In the late 2016 the Strategic Assets programme was re-profiled to reflect a number of strategic corporate priorities and the changing pace for moves toward New Council. This took into account a number of logistical issues in the availability of sites and resources to achieve the original programme.  Accordingly, a number of schemes were revised to start in 2017/18. These decisions had an impact on the subsequent programming of 6 larger schemes (circa £2.1m) and RCCO contributions (£450k) to the Strategic Assets programme which were added late in the year. The majority are schemes which have been carried forward as work in progress and are due to complete on May and June 2017
<b>Place Total</b>	<b>(9,593)</b>	
KAL Self-Funded	(899)	KAL have underspend in 2016/17 while developing business plans for schemes at two sites. Total cost of the two schemes will be around £3m; KAL have requested that rollover is carried forward to enable these schemes to progress.
<b>CTC Total</b>	<b>(899)</b>	
<b>Baseline Total</b>	<b>(15,007)</b>	
<b>Risks &amp; Pressures Total</b>	<b>(5,000)</b>	Cabinet Approval given on 20.9.16 to fund the loan advance to Kirklees Stadium Development Ltd from the Risks & Pressures line. The commitment against these resources is anticipated to fall into future years.

HRA Capital Plan	Highlight Variance	Comments on Highlight Variances
	<b>£'000</b>	
Baseline	(1,012)	Member led budget
Strategic Priorities	(1,800)	This variance is the sum of two projects individual variances. One project was delayed, with further options to be considered during 17/18, this resulted in a variance of (£800K). With regards to the other project, the rollover was not required, resulting in a variance of (£1,000K)
<b>HRA Total</b>	<b>(2,812)</b>	



**BREAKDOWN OF CAPITAL BUDGET CHANGES  
(SINCE QUARTER 3 MONITORING)**

	<b>£'000</b>	<b>£'000</b>
Quarter 3 Budget		103,175
Revenue contributions to Capital**		
Asset Utilisation – Headlands Depot	200	
Asset Utilisation - Depot Rationalisation	250	
Highways – Multi Storey works	100	
Children’s Social Care IT system	133	
Individual schemes less than £100k (Director delegated authority)	<u>257</u>	940
Additional External Funding :		
Highways – West Yorkshire transport Fund	380	
Highways – Environment Agency Flood Mngt	269	
Economic Delivery – Dewsbury THI	110	
East Brierley Loan	175	
Individual schemes Less than £100k (director delegated authority)	<u>81</u>	1,015
Revised Budget		<u>105,130</u>
Capitalisation of staff voluntary severance (funded by “in-year” generated capital receipts)		5,400
<b>FINAL REVISED BUDGET</b>		<b><u>110,530</u></b>

*\*\*borrowing subsequently used to fund capital instead of revenue contributions, as per member approval; early closedown report 2016-17 to Cabinet on 2 May*

## APPENDIX F

### **PRUDENTIAL INDICATORS ACTUALS 2016/17**

#### Capital Expenditure, Capital Financing Requirement and External Debt

The table below draws together the main elements of Capital Plan expenditure and financing arrangements. The table also shows the Capital Financing Requirement (CFR), which is the Council's underlying external indebtedness for a capital purpose, compared with the expected borrowing position.

	2015/16	2016/17	
	Actual £000s	Estimate* £000s	Actual £000s
Capital Expenditure			
General Fund	50,796	72,141	53,056
General Fund - PFI	1,539	0	1,392
HRA	22,655	19,478	16,210
HRA – PFI	151	173	174
<b>Total</b>	<b>75,141</b>	<b>91,792</b>	<b>70,832</b>
Financed by -			
Borrowing	11,264	26,697	17,092
PFI	1,690	173	1,566
Other	62,187	64,922	52,174
<b>Total</b>	<b>75,141</b>	<b>91,792</b>	<b>70,832</b>
CFR as at 31 March			
General Fund excl PFI	411,332	413,930	412,844
General Fund PFI	58,058	55,473	55,474
HRA excl PFI	192,440	186,181	186,181
HRA PFI	58,910	56,824	56,824
<b>Total CFR</b>	<b>720,740</b>	<b>712,408</b>	<b>711,323</b>
External debt as at 31 March			
Borrowing (excl interest accrued)	424,418	451,216	438,208
Other LT Liabilities	121,360	116,718	116,553
<b>Total debt</b>	<b>545,778</b>	<b>567,934</b>	<b>554,761</b>

\*The PI estimates include an allowance for anticipated slippage of capital expenditure during the year.

The difference between the CFR and total debt reflects the amount of internal balances that are being “borrowed” to finance capital indebtedness.

#### Limits to Borrowing Activity

The first key control over the Council's borrowing activity is a Prudential Indicator to ensure that over the medium term, net borrowing will only be for a capital purpose. Net external borrowing should not, except in the short-term, exceed the total CFR. This allows some flexibility for limited early borrowing for future years. As can be seen from the table above, the Council kept its total debt within the CFR and this has also been the case in previous years.

A further two Prudential Indicators control overall level of borrowing. These are the Authorised Limit and the Operational Boundary. The Authorised Limit represents the limit beyond which borrowing is prohibited. It reflects the level of borrowing which, while not

desired, could be afforded in the short-term, but is not sustainable. It is the expected maximum borrowing need with some headroom for unexpected movements. This is the statutory limit determined under section 3(1) of the Local Government Act 2003.

The Operational Boundary is based on the probable external debt during the course of the year. It is not a limit and actual borrowing could vary around this boundary for short times during this year.

	2015/16 Actual (max) £m	2016/17 Limits/ Boundary £m	2016/17 Actual (max) £m
<u>Authorised limit for external debt</u>			
Borrowing	443.7	554.6	438.2
Other Long Term Liabilities	126.3	121.4	121.4
Total	570.0	676.0	559.6
<u>Operational boundary for external debt</u>			
Borrowing	443.7	505.2	438.2
Other Long Term Liabilities	126.3	121.4	121.4
Total	570.0	626.6	559.6

The Council was well within its Authorised limit and Operational Boundary for the year.

There is also a limit on HRA indebtedness set by the Department for Communities and Local Government under the recent HRA self-financing reform. The limit is set at £247.6 million for the HRA CFR, excluding PFI liabilities. The actual HRA CFR excluding PFI liabilities as at 31 March 2016 is £186.2 million which is well within the limit.

### **Affordability Prudential Indicators**

#### Ratio of financing costs to net revenue stream

This indicator identifies the cost of capital (borrowing costs net of investment income) against the net revenue stream. The net revenue stream for General Fund is defined as the amount to be met from unringfenced government grants and local taxpayers, and for HRA it refers to the total HRA income (rent, other income and grant).

	2015/16 Actual	2016/17 Estimate	2016/17 Actual
<u>Ratio of financing costs to net revenue stream</u>			
General Fund	12.65%	12.70%	10.00%
General Fund excl PFI	10.61%	10.70%	7.91%
HRA	30.89%	30.22%	32.07%
HRA excl PFI	28.51%	27.93%	30.07%

The actual for General Fund for 2016/17 was less than estimated largely due to the Council's decision to change its policy for the repayment of debt (MRP), thus resulting in a much lower charge for 2016/17. The PIs have increased for HRA because of an increased depreciation charge for council dwellings.

BASELINE CAPITAL PLAN	Funding	2017/18 Budget £'000	2018/19 Budget £'000	2019/20 Budget £'000	2020/21 Budget £'000	2021/22 Budget £'000	Total Budget £'000
<b>Learning &amp; Early Support</b>							
Basic Need	G	1,742	500	500	500	500	3,742
Capital Maintenance	G	4,880	3,600	3,400	3,200	3,000	18,080
Devolved Formula Capital	G	1,246	950	900	850	800	4,746
One-Off Initiatives	S106	2,322	352	352	352	0	3,378
<b>Learning &amp; Early Support Total</b>		<b>10,190</b>	<b>5,402</b>	<b>5,152</b>	<b>4,902</b>	<b>4,300</b>	<b>29,946</b>
<b>Adults Social Care Operation</b>	G	<b>1,190</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,190</b>
<b>Economy Regeneration &amp; Culture</b>							
Housing Private Sector							
Disabled Facilities Grants	B/G/R	2,877	2,600	2,600	2,600	2,600	13,277
Discretionary Assistance	R	183	100	100	100	100	583
Minor Adaptations	R	326	290	290	290	290	1,486
Other	G/R	2,100	0	0	428	0	2,528
		<b>5,486</b>	<b>2,990</b>	<b>2,990</b>	<b>3,418</b>	<b>2,990</b>	<b>17,874</b>
Economic Resilience	B	3,084	900	900	900	900	6,684
KAL - Self Funded	B*	2,266	1,059	617	617	617	5,176
<b>Economy Regeneration &amp; Culture Total</b>		<b>10,836</b>	<b>4,949</b>	<b>4,507</b>	<b>4,935</b>	<b>4,507</b>	<b>29,734</b>
<b>Commercial Regulatory &amp; Operational Services</b>							
Highways							
<i>Maintenance :</i>							
Principal Roads	G	2,613	2,600	2,600	2,600	2,600	13,013
Roads Connecting Communities	G	2,100	1,574	1,369	1,164	856	7,063
Local Community Roads	B/G	2,814	2,247	2,247	2,247	2,247	11,802
Structures	G	1,888	1,200	1,200	1,200	1,200	6,688
Street Lighting Replacement Strategy	B*	2,605	3,000	3,000	3,000	1,000	12,605
Unadopted Roads	B	189	50	50	50	50	389
<i>Integrated Transport :</i>							
Integrated Public Transport	G	342	450	0	0	0	792
Network Management	B/G	800	400	100	100	100	1,500
Cycling & Walking	B/G	1,491	20	20	20	20	1,571
Safer Roads	B/G	1,556	750	650	650	650	4,256
Town Centre Car Parking	B	229	100	100	100	100	629
Flood Management and Drainage Improvements	B/G	918	680	680	680	680	3,638
		<b>17,545</b>	<b>13,071</b>	<b>12,016</b>	<b>11,811</b>	<b>9,503</b>	<b>63,946</b>
Corporate Landlord Asset Investment	B	3,597	2,000	2,000	1,300	1,300	10,197
Strategic Asset Utilisation/Rationalisation	B	3,615	300	0	0	0	3,915
Transport	B	2,614	1,500	1,250	1,250	1,250	7,864
Environment & Strategic Waste	B	147	100	100	100	100	547
School Catering	B	253	200	200	200	200	1,053
<b>Commercial Reg &amp; Operational Total</b>		<b>27,771</b>	<b>17,171</b>	<b>15,566</b>	<b>14,661</b>	<b>12,353</b>	<b>87,522</b>
<b>Services Solutions, Transformation &amp; Change</b>							
District Committees	B	349	0	0	0	0	349
<b>Services Solutions, Transf &amp; Change Total</b>		<b>349</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>349</b>
<b>Finance &amp; Transactional Services</b>							
Information Technology	B*	1,049	900	900	900	900	4,649
<b>Finance &amp; Transactional Services Total</b>		<b>1,049</b>	<b>900</b>	<b>900</b>	<b>900</b>	<b>900</b>	<b>4,649</b>
<b>Leeds City Region Revolving Fund</b>	B	<b>2,550</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,550</b>
<b>TOTAL BASELINE</b>		<b>53,935</b>	<b>28,422</b>	<b>26,125</b>	<b>25,398</b>	<b>22,060</b>	<b>155,940</b>

KEY :	B = Borrowing	G = Grant	R = Capital Receipts
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B\* = These programmes were previously categorised as **service funded**. Work is ongoing to remove this category and have one system of prudential borrowing.

STRATEGIC PRIORITIES	Funding	2017/18 Budget £'000	2018/19 Budget £'000	2019/20 Budget £'000	2020/21 Budget £'000	2021/22 Budget £'000	Total Budget £'000
A62 Leeds Road Corridor (Cooper Bridge)	G	111	0	0	0	0	111
A653 Dewsbury to Leeds Corridor (Mirfield to Dews)	G	71	0	0	0	0	71
A629 Huddersfield to Halifax Corridor	G	-95	0	0	0	0	-95
M62 Junction 24a	G	32	0	0	0	0	32
Highways Non-Core Schemes	G	149	0	0	0	0	149
Dewsbury Learning Quarter	B/G	2,445	0	2,000	0	0	4,445
Huddersfield Town Centre Action Plan	B	500	3,172	5,672	1,637	0	10,981
Dewsbury Town Centre Action Plan	B	150	1,850	2,000	1,000	0	5,000
European Grant Funding Opportunities	B	1,750	1,250	0	0	0	3,000
Town & Village Centres	B	10	0	0	0	0	10
Empty Clusters	G	177	0	0	0	0	177
New Huddersfield Sports Centre	B	50	0	0	0	0	50
Sports Facility (Spenborough area)	B	619	4,000	8,000	2,000	0	14,619
New Pupil Places in Primary Schools	G	11,083	11,251	4,737	706	545	28,322
Reprovision of Lydgate Special School	B	838	214	0	0	0	1,052
HD-One (KSDL)	B	8,750	4,250	0	0	0	13,000
Kirklees College Loan	B	6,000	0	0	0	0	6,000
Contingencies	B	39	0	0	0	0	39
Local Growth Fund	B	664	0	0	0	0	664
<b>STRATEGIC PRIORITIES TOTAL</b>		<b>33,343</b>	<b>25,987</b>	<b>22,409</b>	<b>5,343</b>	<b>545</b>	<b>87,627</b>

<b>RISKS &amp; PRESSURES TOTAL</b>	<b>B</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>12,500</b>
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<b>ONE-OFF INITIATIVES TOTAL</b>	<b>B</b>	<b>95</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>95</b>
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## HOUSING REVENUE ACCOUNT PLAN

	Funding	2017/18 Budget £'000	2018/19 Budget £'000	2019/20 Budget £'000	2020/21 Budget £'000	2021/22 Budget £'000	Total Budget £'000
<b>HRA STRATEGIC PRIORITIES</b>							
Miscellaneous Properties-Conversions/Back into Stock		817	703	680	694	708	3,602
New Build Phase 1 - Ashbrow Extra Care		500	6,000	694	0	0	7,194
New Build Phase 2 - Soothill Extra Care		0	0	3,631	3,703	0	7,334
New Build Phase 3		0	0	0	0	7,555	7,555
New Build Phase 4 - Environmentally Friendly Housing		2,036	2,075	0	0	0	4,111
New Build - KNH/Building Services Pilot		800	0	0	0	0	800
Strategic Priorities		0	0	0	0	5,504	5,504
		<b>4,153</b>	<b>8,778</b>	<b>5,005</b>	<b>4,397</b>	<b>13,767</b>	<b>36,100</b>
<b>HRA BASELINE</b>							
Heating Programmes( Boilers )		1,583	1,555	1,477	1,481	1,480	7,576
Maintaining Decency		8,530	8,248	7,216	7,205	7,204	38,403
Batched works		268	265	255	260	265	1,313
Fire Safety Works		295	47	47	48	50	487
Tenant Allowances		255	259	265	270	275	1,324
Fuel poverty		781	662	638	650	663	3,394
Major Adaptations		2,443	2,490	2,539	2,590	2,642	12,704
Minor Adaptations		244	249	254	259	264	1,270
Estate & Environmental Works (Managed through District)		1,470	467	476	486	495	3,394
		<b>15,869</b>	<b>14,242</b>	<b>13,167</b>	<b>13,249</b>	<b>13,338</b>	<b>69,865</b>
<b>TOTAL</b>		<b>20,022</b>	<b>23,020</b>	<b>18,172</b>	<b>17,646</b>	<b>27,105</b>	<b>105,965</b>

FUNDING SUMMARY	2017/18 Budget £'000	2018/19 Budget £'000	2019/20 Budget £'000	2020/21 Budget £'000	2021/22 Budget £'000	Total Budget £'000
<b>TOTAL FUNDING REQUIREMENT</b>	<b>109,895</b>	<b>79,929</b>	<b>69,206</b>	<b>50,887</b>	<b>52,210</b>	<b>362,127</b>
<b>Funded by...</b>						
<b>Direct/Earmarked Contributions to Schemes</b>						
Capital Grants / Contributions						
- In year	24,687	23,277	15,041	14,586	13,676	91,267
- Funding brought forward from previous year	16,142	1,708	1,656	1,656	1,228	22,390
- Funding carried down to following year	(1,708)	(1,656)	(1,656)	(1,228)	(1,228)	(7,476)
Earmarked Capital Receipts	4,768	3,141	2,011	1,826	4,637	16,383
Revenue Contributions (HRA)	5,640	6,980	4,506	4,589	12,073	33,788
Reserves (HRA)	13,162	13,162	11,917	11,493	10,658	60,392
<b>Pooled resources</b>						
Non Earmarked Capital Receipts	6,000	6,000	6,000	6,000	6,000	30,000
Corporate Prudential Borrowing	41,204	27,317	29,731	11,965	5,166	115,383
<b>TOTAL FUNDING REQUIREMENT</b>	<b>113,311</b>	<b>83,241</b>	<b>72,518</b>	<b>53,343</b>	<b>54,666</b>	<b>377,079</b>

### FUNDING SUMMARY INCLUDING ASSUMED SLIPPAGE

For revenue budget planning and associated Prudential Indicators it is appropriate to make overall assumptions about slippage. This table shows the corporate assumptions made for that purpose and assumes a level profile of spend over the five years. This is considered a realistic assumption based on historical information on slippage on major capital programmes of this level.

	2017/18 Budget £'000	2018/19 Budget £'000	2019/20 Budget £'000	2020/21 Budget £'000	2021/22 Budget £'000	Total Budget £'000
Assumed Slippage b/f	0	21,936	14,612	13,678	8,344	58,570
General Fund Maximum Authorised Spend	89,873	56,909	51,034	33,241	25,105	256,162
Assumed Slippage c/f	(21,936)	(14,612)	(13,678)	(8,344)	(6,036)	(64,606)
	67,937	64,233	51,968	38,575	27,413	250,126
HRA Planning Allocation	20,022	23,020	18,172	17,646	27,105	105,965
<b>TOTAL FUNDING REQUIREMENT</b>	<b>87,959</b>	<b>87,253</b>	<b>70,140</b>	<b>56,221</b>	<b>54,518</b>	<b>356,091</b>
<b>Funded by...</b>						
<b>Direct/Earmarked Contributions to Schemes</b>						
Capital Grants / Contributions						
- In year	24,687	23,277	15,041	14,586	13,676	91,267
- Funding brought forward from previous year	16,142	9,483	6,273	4,615	4,182	40,695
- Funding carried down to following year	-9,483	-6,273	-4,615	-4,182	-3,914	-28,467
Earmarked Capital Receipts	4,768	3,141	2,011	1,826	4,637	16,383
Revenue Contributions (HRA)	5,640	6,980	4,506	4,589	12,073	33,788
Reserves (HRA)	13,162	13,162	11,917	11,493	10,658	60,392
<b>Pooled resources</b>						
Non Earmarked Capital Receipts	6,000	6,000	6,000	6,000	6,000	30,000
Corporate Prudential Borrowing	27,043	31,483	29,007	17,294	7,206	112,033
<b>TOTAL</b>	<b>87,959</b>	<b>87,253</b>	<b>70,140</b>	<b>56,221</b>	<b>54,518</b>	<b>356,091</b>

**APPENDIX H**

Kirklees Council Investments 2016-17										
Counterparty	Credit Rating Mar 2017*	1 April 2016			30 September 2016			31 March 2017		
		£m	Interest Rate	Type of Investment	£m	Interest Rate	Type of Investment	£m	Interest Rate	Type of Investment
<b>Specified Investments</b>										
Bank of Scotland	Bank				6.0	0.40%	Instant Access	1.3	0.20%	Instant Access
Svenka Handelsbanken	Bank	F1+/AA	2.9	0.45%	Instant Access				0.20%	Instant Access
Std Life	MMF**	AAAmmf	7.5	0.49%	Instant Access	7.5	0.37%	Instant Access	8.7	0.28%
Aviva	MMF**	Aaa-mf	7.3	0.48%	Instant Access	8.6	0.31%	Instant Access	7.3	0.22%
Aviva - Govt	MMF**	Aaa-mf				1.5	0.17%	Instant Access		
Deutsche	MMF**	AAAmmf	6.7	0.46%	Instant Access	6.2	0.32%	Instant Access	6.9	0.20%
Goldman Sachs	MMF**	AAAmmf	6.0	0.44%	Instant Access	7.7	0.30%	Instant Access	7.1	0.20%
Santander UK	Bank	F1/A	5.0	0.65%	31 day notice	3.0	0.40%	31 day notice		
<b>Non-specified investments</b>										
Barclays***	Bank	F1/A	2.9	0.10%+0.40%	Instant Access	2.9	0.10%+0.40%	Instant Access		
			<b>38.3</b>			<b>46.5</b>			<b>31.3</b>	
<b>Sector analysis</b>										
Bank			£m	%age		£m	%age		£m	%age
Bank			10.8	28%		10.3	22%		1.3	4%
Building Society										
MMF**			27.5	72%		36.2	78%		30.0	96%
Local Authorities/Cent Govt										
			<b>38.3</b>	100%		<b>46.5</b>	100%		<b>31.3</b>	100%
<b>Country analysis</b>										
			£m	%age		£m	%age		£m	%age
UK			7.9	21%		7.9	17%		1.3	4%
Sweden			2.9	7%		2.4	5%			
MMF**			27.5	72%		36.2	78%		30.0	96%
			<b>38.3</b>	100%		<b>46.5</b>	100%		<b>31.3</b>	100%

\*Fitch short/long term ratings, except Aviva MMF (highest Moody rating). See next page for key. \*\* MMF – Money Market Fund. These funds are domiciled in Ireland for tax reasons, but the funds are made up of numerous diverse investments with highly rated banks and other institutions. The credit risk is therefore spread over numerous countries, including the UK. The exception to this is the Aviva Government Liquidity Fund which invests directly in UK government securities and in short-term deposits secured on those securities.

**Key – Fitch’s credit ratings:**

		<b>Long</b>	<b>Short</b>	
Investment Grade	Extremely Strong	AAA	F1+	
		Very Strong		AA+
	AA			
	AA-			
	Strong	A+		F1
		A		
		A-		
	Adequate	BBB+		F2
		BBB		F3
BBB-				
Speculative Grade	Speculative	BB+	B	
		BB		
		BB-		
	Very Speculative	B+		
		B		
		B-		
	Vulnerable	CCC+	C	
		CCC		
		CCC-		
CC				
C				
	Defaulting	D	D	



## Appendix I

### Long-term loans repaid and short-term loans outstanding 31 March 2017

#### Long-term loans repaid during 2016/17

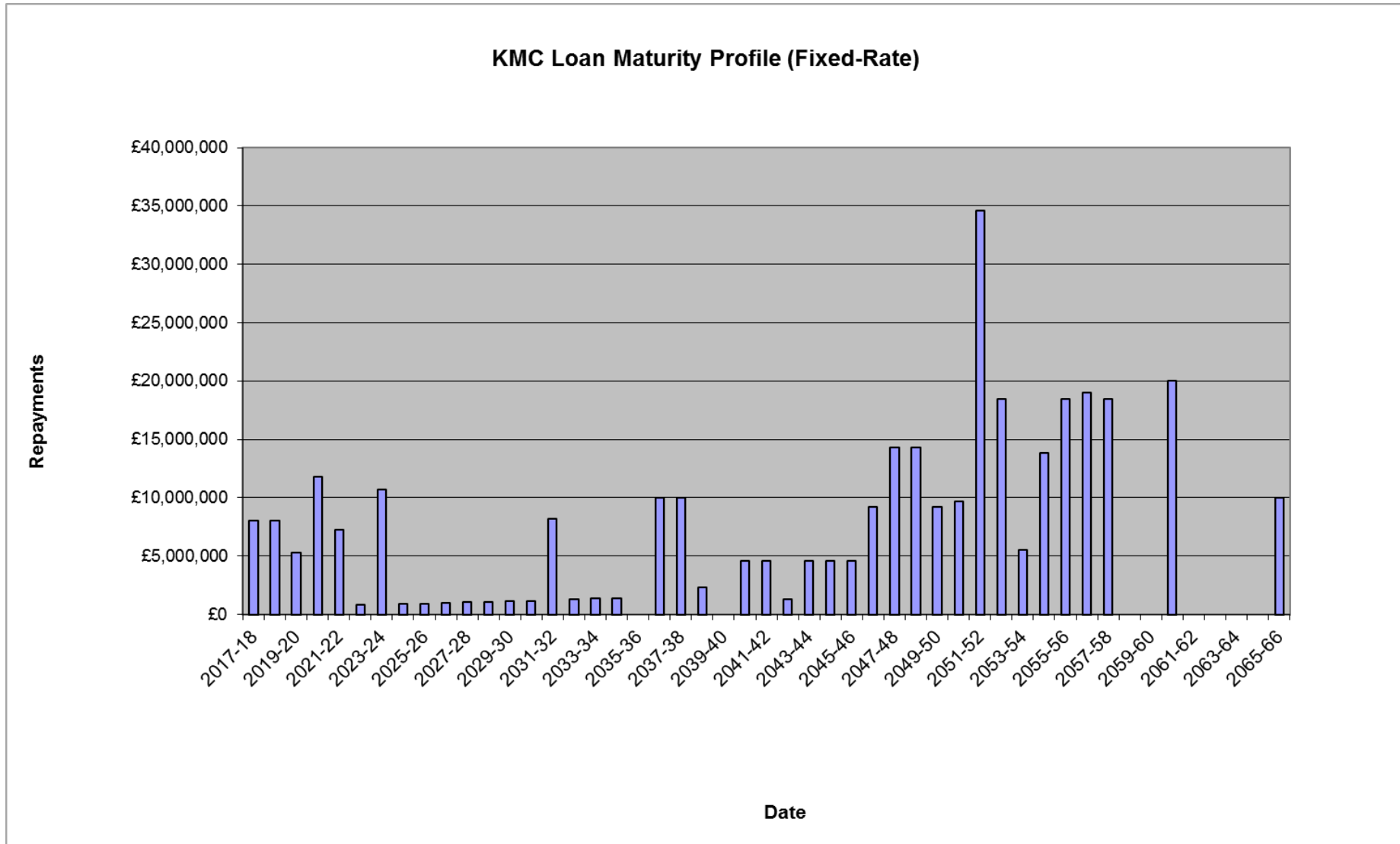
	<b>Amount £000s</b>	<b>Rate %</b>	<b>Date repaid</b>
<b>Repayments on maturity</b>			
PWLB (468634)	9,225	11.0	1 Jul 16
PWLB (498418)	4,613	3.84	15 Mar 17
<b>Repayments on annuity loans</b>			
PWLB (496956)*	308	4.58	29 Sep 16
PWLB (496956)*	315	4.58	29 Mar 17
<b>Total</b>	<b>14,461</b>		

\* represents loan extended to Kirklees College, for which the College is making similar repayments to the Council

#### Short-term loans outstanding 31 March 2017

	<b>Amount £000s</b>	<b>Rate %</b>	<b>Length (days)</b>
<b>Temporary borrowing from the Money Market</b>			
Police and Crime Commissioner Warwickshire	1,000	0.25	35
Leicester City Council	5,000	0.35	18
Halton Borough Council	10,000	0.25	14
Neath Port Talbot Council	5,000	0.25	10
Middlesbrough Council	7,500	0.30	11
<b>Local lenders/Trust Funds</b>	<b>1,196</b>		
<b>Long-term loans due to mature in the next twelve months</b>	<b>8,032</b>		
<b>Total*</b>	<b>37,728</b>		

\* excludes interest accrued



**Appendix K**

**Kirklees Council - Borrowing and Investment Trends**

<b>At 31 March</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>2012</b>	<b>2011</b>	<b>2010</b>	<b>2009</b>
Investments	31.3m	38.3m	38.7m	33.1m	30.2m	19.3m	42.7m	38.7m	102.1m
ST Borrowing (excl interest accrued)	37.7m	16.0m	21.1m	29.6m	27.3m	30.6m	33.2m	18.6m	9.1m
LT Borrowing	400.5m	408.4m	422.6m	432.4m	452.1m	471.5m	527.1m	525.1m	528.4m
<b>Total Borrowing</b>	<b>438.2m</b>	<b>424.4m</b>	<b>443.7m</b>	<b>462.0m</b>	<b>479.4m</b>	<b>502.1m</b>	<b>560.3m</b>	<b>543.1m</b>	<b>537.5m</b>
Deferred liabilities (non PFI)	4.1m	4.3m	4.4m	4.5m	4.7m	4.8m	5.0m	5.1m	5.2m
<b>Net debt position</b>	<b>411.0m</b>	<b>390.4m</b>	<b>409.4m</b>	<b>433.4m</b>	<b>453.9m</b>	<b>487.6m</b>	<b>522.6m</b>	<b>509.5m</b>	<b>440.6m</b>
Capital Financing Requirement (excl PFI)									
General Fund	412.8m	411.3m	422.2m	447.5m	448.5m	458.6m	458.9m	435.9m	369.5m
HRA	186.2m	192.4m	196.6m	203.3m	209.3m	215.6m	242.4m	241.0m	241.0m
<b>Total CFR</b>	<b>599.0m</b>	<b>603.7m</b>	<b>618.8m</b>	<b>650.8m</b>	<b>657.8m</b>	<b>674.2m</b>	<b>701.3m</b>	<b>676.9m</b>	<b>610.5m</b>
Balances "internally invested"	156.7m	175.0m	170.7m	184.3m	173.7m	167.3m	136.0m	128.7m	67.8m
Ave Kirklees' investment rate for financial year	0.4%	0.5%	0.4%	0.4%	0.5%	0.6%	0.8%	1.5%	5.2%
Ave Base rate	0.3%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%
Ave LT Borrowing rate	2.5%	3.2%	3.7%	4.3%	4.1%	4.4%	5.3%	4.7%	4.6%

## **APPENDIX L**

### **Treasury Management Prudential Indicators**

#### **Interest Rate Exposures**

While fixed rate borrowing can contribute significantly to reducing the uncertainty surrounding future interest rate scenarios, the pursuit of optimum performance justifies retaining a degree of flexibility through the use of variable interest rates on at least part of the treasury management portfolio. The Prudential Code requires the setting of upper limits for both variable rate and fixed interest rate exposure:

	Limit Set 2016-17	Actual 2016-17
Interest at fixed rates as a percentage of net interest payments	60% - 100%	83%
Interest at variable rates as a percentage of net interest payments	0% - 40%	17%

The interest payments were within the limits set.

#### **Maturity Structure of Borrowing**

This indicator is designed to prevent the Council having large concentrations of fixed rate debt needing to be replaced at times of uncertainty over interest rates.

Amount of projected borrowing that is fixed rate maturing in each period as a percentage of total projected borrowing that is fixed rate	Limit Set 2016-17	Actual Levels 2016-17
Under 12 months	0% - 20%	0% - 5%
12 months to 2 years	0% - 20%	2% - 3%
2 years to 5 years	0% - 60%	5% - 8%
5 years to 10 years	0% - 80%	5% - 7%
More than 10 years	20% - 100%	80% - 84%

The limits on the proportion of fixed rate debt were adhered to.

#### **Total principal sums invested for periods longer than 364 days**

The Council has not invested any sums longer than 364 days.



**Name & Date of meeting**                  Cabinet, 27 June 2017  
     Council, 11 July 2017

**Title of report:**                                Proposals for use of the new monies for adult social care announced by the Chancellor in the Spring Budget 2017.

**Purpose of report**

This report sets out the background to the recent national announcement of new grant allocations for adult social care, and proposals for the approach to use of the monies in line with the Council's budget strategy.

<b>Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?</b>	Yes, significant investment and impact
<b>Key Decision - Is it in the <a href="#">Council's Forward Plan (key decisions and private reports)</a>?</b>	Yes 23rd March 2017 <a href="#">link</a>
<b>The Decision - Is it eligible for "call in" by Scrutiny?</b>	Yes
<b>Date signed off by Director &amp; name</b>	Richard Parry, Strategic Director for Adults & Health, 1 June 2017
<b>Is it also signed off by the Service Director for Finance, IT and Transactional Services?</b>	Debbie Hogg, 14 June 2017
<b>Is it also signed off by the Service Director for Governance &amp; Commissioning Support?</b>	Julie Muscroft, 1 June 2017
<b>Cabinet member portfolio</b>	Cllr Viv Kendrick, Portfolio Holder for Adults, Health and Activity to Improve Health  Cllr Graham Turner, Portfolio Holder for Asset Strategy, Resources and Creative Kirklees

**Electoral wards affected:**                      All  
**Ward councillors consulted:**                  n/a

**Public or private:**                                Public

## 1. Summary

1.1 There has been growing recognition nationally of the funding pressures facing adult social care and the need for a sustainable long term solution.

There have been a number of national short term funding interventions which have made the funding basis of adult social care quite complex. These interventions have, at times, been characterised by guidance and rules that have been provided late in the process or have been subject to numerous revisions which has made planning difficult.

- 1.2 The Better Care Fund (BCF) was established as a requirement for all local authorities and Clinical Commissioning Groups in 2015/16 with the aim of promoting integration of health and social care. A key part of the Fund requirement was the pooling of a range of existing budgets of at least a mandated minimum of around £28m in Kirklees and a set nationally determined performance requirements. There have been subsequent iterations of the Better Care Fund with slightly differing requirements and rules. The Council and CCGs have had an agreed Better Care Fund Plan and Section 75 pooled fund arrangements for the last two years which sets out a range of activity to develop a more integrated system in line with national policy.
- 1.3 The Government's Autumn Statement 2015 made available, additional social care funds for local government, rising to £1.5 billion by 2019-20, to be included in an improved Better Care Fund.
- 1.4 The Council's annual budget report to Budget Council in February 2017 incorporated the Council's share of this funding into approved budget plans; £0.8m in 2017-18, increasing to £7.9m in 2018-19 and £12.9m by 2019-20.
- 1.5 After the Council had set its budget for 2017/18, the Government announced a new grant allocation for adult social care over the next 3 years in the Spring Budget. This additional grant has a set of conditions attached to it, including the requirement to build on the existing Better Care Fund Plan and to provide stability and extra capacity in the local adult social care system. Draft guidance has been issued in stages and the guidance and confirmation of the local government funding allocation for 2017/18 only was published by Department of Communities & Local Government (DCLG) on 26 May 2017. The full guidance and minimum funding requirement for CCGs is not now expected to be published by NHS England until after the General Election.
- 1.6 Proposals are being developed for the use of the additional grant allocation that will deliver benefits to local people with care needs, the health and social care systems and local adult social care providers. The proposed approach is built on a set of principles that recognise the importance of sustaining the current market and innovation and transformation that will deliver a more sustainable and effective system.
- 1.7 The Council's budget strategy has recognised that there are a range of pressures on adult social care, most notably the impact of demographic changes on demand, introduction of the National Living Wage and the saving expectations set out in the Council's Medium Term Financial Plan.
- 1.8 The proposed financial strategy for the new allocations seeks to minimise the risk to the Council's agreed budget strategy, focussing commitments in 2017/18 on what is necessary to pump prime key initiatives to respond to service and market pressures and support enabling activity to drive transformation and savings set out in the Medium Term Financial Plan for 2017-21.
- 1.9 Work by Council officers and CCG colleagues will continue to develop other proposals to deliver the benefits outlined above. These proposals will be presented as part of the Budget Strategy Update scheduled for September 2017 for Cabinet and Council approval.

## 2. Information required to take a decision

### 2.1 Better Care Fund (BCF) national requirements

The Department of Health published the updated BCF Policy Framework in March 2017. In addition to this, specific detailed guidance and confirmation of the Improved BCF allocation for local government for 2017/18 only, was formally published by DCLG on 26 May 2017. The full BCF guidance and minimum funding requirement for CCGs is still to be published and there is no date set for its publication.

The Updated BCF Policy Framework sets out the following:

- BCF Plans must be drawn up for two years (2017/18 - 2018/19), and should be an evolution of the existing BCF plan.
- There are four national conditions:
  - Plans to be jointly agreed with CCGs
  - NHS contribution to adult social care is maintained in line with inflation
  - Agreement to invest in NHS commissioned out-of-hospital services
  - Managing transfers of care (a new condition to ensure people's care transfers smoothly between services and settings)
- Local flexibility in how the Fund is spent across health, care and housing schemes or services, but need to agree how this spending will improve performance in the following four areas:
  - Unplanned admissions to hospital
  - Delayed transfers of care from hospital
  - Admissions to residential and care homes
  - Effectiveness of reablement.
- Plans must:
  - Set out how they are going to achieve further integration between health and social care by 2020
  - Include a set of measures for assessing progress (being developed nationally) particularly at the interface where health and social care interact.

### 2.2 Improved BCF

The 'main' BCF allocation is paid to CCGs as part of their mainstream funding, and NHS England will notify the CCGs of the minimum level of funding that they are required to pool into the BCF through the forthcoming BCF statutory guidance. In 2016/17 this was just over £30m.

From 2017/18, a new funding element is being added to the Better Care Fund - the Improved BCF (IBCF). This is new funding that will be paid to local government as a direct local authority grant for the purpose of fulfilling its adult social care duties.

The first part of this allocation was announced in the Autumn Statement 2015. These national totals are back loaded and rise to £1.5bn by 2019/20. The Kirklees allocations are set out below. These have been factored into the Council's budget plans which were approved at Budget Council in February 2017.

The second part of this allocation was announced in the Spring Budget 2017 on a reducing 3 year basis and was subject to a specific Government additionality test to demonstrate that the Council has used the allocation to increase expenditure on Adult Social Care over and above previously planned levels.

<b>Improved BCF</b>	2017/18	2018/19	2019/20
- Autumn Statement 2015	£0.8m	£7.1m	£12.8m
- Spring Budget 2017	£8.3m	£5.3m	£2.6m

The requirements for the improved BCF were confirmed by DCLG on 26 May 2017, and are set out below:

1. Grant paid to the local authority over 3 years to be spent on adult social care and used for the purposes of
  - meeting adult social care needs
  - reducing pressures on the NHS - including supporting more people to be discharged from hospital when they are ready
  - stabilising the social care provider market.
  
2. Local Authorities must:
  - pool the grant funding into the local Better Care Fund
  - work with the relevant CCGs and providers to meet National Condition 4 (Managing Transfers of Care)
  - provide quarterly reports as required by the Secretary of State.
  
3. The Government has made clear that part of this funding is intended to enable local authorities to quickly provide stability and extra capacity in local care systems. Local authorities are therefore able to spend the grant, including to commission care, subject to the conditions set out in the grant determination, as soon as plans have been locally agreed. Audits will take place on the budget set by the Council in February 2017 including the savings required of, and investment in, Adult Social Care and subsequent investment to track this additional social care funding and ensure it is being applied in line with the criteria.

### 2.3 Financial strategy

The Council's budget strategy has recognised that there are a range of pressures on adult social care, most notably the impact of demographic changes on demand, introduction of the National Living Wage and the saving expectations set out in the Council's Medium Term Financial Plan. While the budget strategy factors in significant additional resources over the 2017-21 MTFP, there is acknowledgement in the Council's corporate risk register that there remains the potential for forecast volume pressures to exceed budgetary provision over the MTFP; the cumulative impact of which over the next 4 years is expected to be £21.742m (see appendix)

Appendix 1 provides a summary overview of the adult social care budget approved at Budget Council in February 2017, which at the time would not have anticipated the additional monies announced in the subsequent Spring Budget 2017 in March 2017.

The Spring Budget announcement is clear that the additional monies are a non-recurrent reducing 3 year grant. The allocations to CCGs for the main BCF are only for 2 years and are still subject to confirmation from NHS England through the BCF statutory guidance which is not now expected until after the General Election.



If the Council makes recurrent financial commitments against the Spring Budget announcement we could put the Council's budget strategy at risk. Consequently the proposed strategy is that because this funding and the associated conditions have only been recently published by DCLG, they need to be properly considered locally, and at this stage the Council should only commit what is necessary to pump prime key initiatives to respond to service and market pressures. The Council should also use this opportunity to support the enabling activity to drive forward the transformation and savings programme across Adult Social Care committed to as part of developing the Medium Term Financial Plan for 2017-21.

This is a prudent approach to recognise the Council needs to make targeted investment and update its plans as the Council receives further funding confirmations and guidance in respect of the following 2 years, given as well that the funding allocations have been confirmed for 2017/18 only.

Work by Council officers and CCG colleagues will continue to develop other proposals to deliver the benefits outlined above on the basis that NHS England will confirm the specific allocations after the General Election. These proposals will be presented as part of the Budget Strategy Update scheduled for September 2017 for Cabinet approval.

#### 2.4 Development of areas for investment using the Improved BCF

Officers are working with CCG colleagues to develop a balanced set of proposals for the Improved Better Care Fund. Building on the work done over the last 2 years for the Better Care Fund, a set of benefits has been identified that any spending proposals will seek to achieve:

##### 2.4.1 Improved BCF Benefits

For local people with care needs

1. They remain as independent as possible for as long as possible
2. They receive the high quality care they need

For the health and social care system

3. Prevent, delay and reduce the levels of need for adult social care
4. Improve the impact of early intervention and prevention opportunities
5. Improve capacity and effectiveness of reablement
6. Reduce demand for high level statutory services
7. Costs of care are properly aligned to needs
8. Reduce avoidable emergency admissions
9. Reduce length of hospital stays
10. Reduce delayed transfers of care
11. Reduce unnecessary admissions to residential and nursing homes
12. Increased Social Work capacity
13. Contribute to the integration of commissioning and service delivery
14. Opportunity to test out new approaches that will enable the transformation and improvement of services

For local independent sector social care providers and other community based providers

15. Financial viability of local social care provider market
16. Social care providers can attract and retain the workforce they need
17. Increased role for the voluntary and community sector

To enable the Council and its partners to achieve these benefits a set of principles have been developed to inform thinking and decision making. The proposed principles are:

#### 2.4.2 Improved BCF Principles

- a) Address local health and social care strategic priorities and service challenges
- b) Deliver a clear return on investment across the local health and social care system that is realisable in the near term
- c) Focus on prevention to reduce demand for health and social care and promoting independence
- d) Be able to be implemented quickly (within 6 months of agreed start date)
- e) Promote integrated commissioning and service delivery by supporting service transformation focussing on longer term change and testing more creative approaches
- f) Directly impact on national conditions/high impact changes for managing transfers of care from Hospital settings
- g) Focus on investment in social care to improve 'flow' across the health and social care interface i.e. reduce delays at key transition points eg discharge from hospital
- h) Support the viability of local adult social care providers and shift focus from managing market failure to a more proactive approach, and recognise the importance of differential fee rates for complexity of care and embedding a reablement based approach

#### 2.4.3 Proposed areas of investment for 2017/18

	<b>Proposed area of investment</b>	<b>£k</b>
1.	<p>Ensuring adults currently receiving a care package and their carers have the right size care packages that enable them to live as independently as possible.</p> <p>The investment enables short term additional capacity to ensure more people who receive adult social care and their carers receive a timely, comprehensive review of their care. The reviews will take a strengths based approach and ensure that people's care package is appropriate to their needs and supports them to maximise their independence. The focus will be on adults with long term care needs, adults with learning disabilities and carers</p> <p>This supports a major strand of the Council's transformation programme. In addition to the benefits from people having care packages that are up-to-date and designed to promote independence wherever possible, the anticipated savings to the Council are approximately £1.6m per year.</p>	430
2.	<p>Support the implementation of the new domiciliary care contracts which will provide around 15,000 hours of care per week at a cost of around £15m per year through the introduction of an electronic call monitoring system to improve the efficiency of homecare delivery. The system enables service users, providers and commissioners to monitor the length of homecare calls. This will help ensure that service users and</p>	240

	<b>Proposed area of investment</b>	<b>£k</b>
	<p>the Council only pays for what it receives in terms of domiciliary care and enables users, carers, providers and adult social services to introduce more flexible approaches to support planning.</p> <p>This system is already in operation in many other areas and the evidence from those areas suggest that they have seen efficiency savings of around 10% on the overall spending on domiciliary care.</p>	
3.	<p>The Council's MTFP identified savings against the current model of in-house day care services for older people. Following a market testing exercise with the independent sector it is proposed to take more time to develop a fully sustainable model of community based older people's day care. The planned savings in the in-house day care service will not be met without this new model in place.</p>	200
4.	<p>Provide a range of additional support to the care home sector to deal with people with more complex needs and to improve the admissions process.</p> <p>Strengthening clinical support for care homes to enable them to support residents to manage their health conditions, and especially those residents with increasingly complex needs. This enables them to be managed in the home rather than being admitted to hospital which is stressful for the resident with repeated admissions often contributing to an overall deterioration of their condition, and avoidable admissions putting an unnecessary strain on local hospital services.</p> <p>Working with local care home providers to develop independent assessors to undertake assessments of people in hospital who are wanting / needing to move into residential or nursing home care, and to embed 7 day working for admissions to care homes. This will speed up discharge from hospital and reduce lengths of stay, reduce under occupancy in care homes and the time wasted by care home staff visiting prospective clients whose needs the home cannot meet.</p>	210
5.	<p>Provide support to independent sector care providers to recruit care staff, develop leadership and management skills and develop new roles such as personal assistants.</p> <p>The independent sector continues to experience significant problems in recruiting and retaining staff, especially care staff. The efficient delivery of good quality care is largely dependent on providers having enough staff with the right skills and attitudes and those staff being well managed. Well-staffed and managed care providers are more resilient and are less likely to need additional support from the Council and other partners to be sustainable, or to deal with the consequences if they fail.</p> <p>The shift towards more people taking on responsibility for managing their own care has led to an increasing demand for new ways of delivering personalised care, including by personal assistants. Increasing the number of people working as personal assistants and supporting them to develop this as a career path will enable more people to benefit from truly personalised care market</p>	55

	<b>Proposed area of investment</b>	<b>£k</b>
6.	<p>Improve the capacity, effectiveness and flow of people through the reablement services through:</p> <ul style="list-style-type: none"> <li>- developing a 'discharge to assess' model to enable people's social care needs to be assessed at home rather than having to wait for longer than necessary in hospital</li> <li>- increasing short term low level support to enable people with less complex social care needs to return home as soon as possible following a hospital stay</li> <li>- ensuring that people who have received reablement support and have become as independent as possible to move on to a care package that can provide on-going support with further planned reablement reviews to optimise recovery over a longer period of time following a major illness or trauma. This will enable more people to continue to reduce their dependence on formal , long term care, thereby releasing capacity to improve flow across the system.</li> </ul>	650
7.	<p>Remodel existing hospital avoidance and discharge services to increase capacity and be able to deliver a multi-disciplinary wrap around service for vulnerable adults to prevent hospital attendance and avoid hospital admission, and to reduce the risk of people moving into residential care unnecessarily.</p> <p>This, and the planned changes to reablement services, supports a major strand of the Council's transformation programme. In addition to the benefits from people having care packages that are up-to-date and designed to promote independence wherever possible, the anticipated savings to the Council in are approximately £1.7m in 2017/18.</p>	290
8.	<p>Additional investment in community capacity building, including piloting Local Area Coordination (LAC) in at least 2 areas as part of the Council's new approach to community investment. The LAC model focuses on identifying and supporting vulnerable people who need help before they hit crisis, and working towards building an inclusive resilient community around them – resulting in less dependence on statutory services.</p> <p>In addition providing extra investment into the Communities Plus model to target community based prevention and early intervention capacity building that will benefit people at high risk of requiring specialist health and social care support.</p> <p>National evidence for the social return on investment in areas that have implemented the local area co-ordination model shows a 4:1 return.</p>	280
9.	<p>Provide an additional contribution to the investment in short term transformation capacity to deliver the Adult Social Care aspects of the Council wide Transformation Programme. The Adult Social Care elements have a £10m savings target in 17/18.</p>	240
	<b>TOTAL</b>	<b>2595</b>

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

#### **3.1 Early Intervention and Prevention (EIP)**

The proposed principles that have been used to shape the proposed areas of investment include a focus on prevention to reduce demand for health and social care and promoting independence.

#### **3.2 Economic Resilience (ER)**

The vast majority of adult social care is provided by the local independent sector providers. The national requirements include specific reference to stabilising the social care provider market, and these are reflected in the proposed local principle of contributing to the financial viability of the local social care provider market.

#### **3.3 Improving Outcomes for Children**

These proposals will only impact on children who have parents or carers who are eligible for, or at risk of needing, adult social care.

#### **3.4 Reducing demand of services**

The main focus of these proposals is to reduce demand for high level statutory services, specifically to prevent, delay and reduce the levels of need for adult social care, reduce avoidable admissions to hospital, reduce lengths of stay and reduce delays in transfers of care. The proposals will also be aligned with the Council's Transformation Programme and the CCG led QUIPP programmes.

#### **3.5 Financial, Legal and Other Implications**

The financial implications are set out in para 2.3 above. The proposals will also contribute to ensuring that the Council can fulfil its duties under the Care Act.

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

The proposals have been developed in consultation with senior representatives from both Clinical Commissioning Groups and the local A&E Delivery Boards.

### **5. Next steps**

Any decision about use of the funding requires a Full Council decision to amend the Council Budget on 11th July.

Officers will continue to develop proposals as described above and consult with relevant stakeholders, including CCGs and both local A&E Delivery Boards.

Once a decision has been taken about the use of the additional grant funding the funding will be incorporated into the Better Care Fund Section 75 pooled budget arrangements and will be subject to the same governance arrangements as the main Better Care Fund.

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

That Cabinet:

- 6.1 Endorse the proposed financial strategy as set out in para 2.3
- 6.2 Support the principles as set out in para 2.4.2 and proposed areas of investment for 2017/18 (see para 2.4.3)
- 6.3 Present these decisions to Council meeting on the 11 July 2017
- 6.4 Require officers to develop further proposals taking into account the final guidance and allocations to be brought back to Cabinet and Council for consideration as part of the Budget Strategy Update in September 2017

## **7. Cabinet portfolio holder recommendation**

Support the Officer recommendations

## **8. Contact officers**

Debbie Hogg, Service Director for Finance, IT and Transactional Services  
David Hamilton, Assistant Director for Adult Social Care  
Phil Longworth, Health Policy Officer

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

Annual Budget Report approved at Budget Council, February 2017  
The allocations of the additional funding for adult social care, March 2017

## **10. Strategic Director responsible**

Richard Parry, Strategic Director for Adults and Health  
[richard.parry@kirklees.gov.uk](mailto:richard.parry@kirklees.gov.uk)

**Appendix 1 Summary overview of the approved build-up of Adult Social Care budgets over the MTFP period 2017-21**

<b>ADULT SOCIAL CARE - APPROVED BUDGET PLANS 2017-21</b>				
	<b>17-18</b>	<b>18-19</b>	<b>19-20</b>	<b>20-21</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>Adult Social Care – Original Base Budget</b>	<b>89,627</b>	<b>89,627</b>	<b>89,627</b>	<b>89,627</b>
<b>Uplift to base budget :</b>				
<b>Current Service Pressures (volumes)</b>	7,000	7,000	7,000	7,000
<b>Price Pressures (incl. National Living Wage)</b>	5,275	9,589	9,496	9,496
<b>Continuing Care Fund pressures</b>	1,030	1,186	1,186	1,186
<b>Demographic Pressures</b>	150	1,049	1,999	3,002
<b>Early Intervention (net budgets added back)</b>	1,058	1,058	1,058	1,058
<b>Sub-Total (Additional Pressures)</b>	<b>14,513</b>	<b>19,882</b>	<b>20,739</b>	<b>21,742</b>
<b>Other Adjustments :</b>				
<b>Savings reversed (2016-19 Plans)</b>	3,922	3,922	3,922	3,922
<b>Approved savings (2017-21 Plans)</b>	(3,555)	(6,832)	(10,254)	(10,535)
<b>Sub-Total (Other adjustments)</b>	<b>367</b>	<b>(2,910)</b>	<b>(6,332)</b>	<b>(6,613)</b>
<b>Additional Service Funding :</b>				
<b>Improved BCF (Autumn Statement 2015 announcement)</b>	(800)	(7,100)	(12,800)	(12,800)
<b>Adult Social care Grant (17-18 only)</b>	(1,870)			
<b>Sub-Total (Additional Service Funding)</b>	<b>(2,670)</b>	<b>(7,100)</b>	<b>(12,800)</b>	<b>(12,800)</b>
<b>Total Approved Budgets – Adult Social Care</b>	<b>101,837</b>	<b>99,499</b>	<b>91,234</b>	<b>91,956</b>

<b>MEMORANDUM ITEM – ADDITIONAL ADULT SOCIAL CARE PRECEPT FUNDING (COUNCIL TAX)</b>				
	<b>17-18</b>	<b>18-19</b>	<b>19-20</b>	<b>20-21</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>Adult Social Care Precept</b>	<b>(4,559)</b>	<b>(9,577)</b>	<b>(9,577)</b>	<b>(9,577)</b>

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**Name of meeting: Cabinet & Council**  
**Date: 11<sup>th</sup> July 2017**  
**Title of report: Corporate Plan 2017/18**

**Purpose of report**

This report seeks to confirm adoption of the Corporate Plan for 2017/18.

<b>Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?</b>	<b>No</b>
<b>Key Decision - Is it in the <a href="#">Council's Forward Plan (key decisions and private reports?)</a></b>	<b>Not applicable</b>
<b>The Decision - Is it eligible for call in by Scrutiny?</b>	<b>Not applicable</b>
<b>Date signed off by <u>Strategic Director</u> &amp; name</b>	<b>Jacqui Gedman, Acting Chief Executive</b>
<b>Is it also signed off by the Service Director for Finance IT and Transactional Services?</b>	<b>Debbie Hogg, Service Director – Finance, IT and Transactional Services</b>
<b>Is it also signed off by the Service Director for Legal Governance and Commissioning Support?</b>	<b>John Chapman, Deputy Head of Legal Services</b>
<b>Cabinet member <a href="#">portfolio</a></b>	<b>Cllr David Sheard, Leader of the Council Cllr Shabir Pandor, Deputy Leader of the Council</b>

**Electoral wards affected: Not applicable**  
**Ward councillors consulted: Not applicable**  
**Public or private: Public**

**1. Summary**

The Corporate Plan 2017/18 (see Appendix (1) below) summarises the strategic aspirations for the Council for this financial year. It also provides the context within which corporate service planning and performance reporting takes place and is a departure from the approach taken in previous year. It is much shorter in length and more focussed on key messages.

It contains the Council's vision and its Values. It makes reference to the seven shared outcomes for Kirklees, developed with our partners in the public, private and voluntary sectors. It also sets out key themes for the year, the priority council activities contributing to the achievement of the outcomes.

Adoption of the Corporate Plan will mean that the Council has a strong and clear message about the context of the resources approved at Council on the 15 February 2017. It will be an effective tool in communicating Council aspirations in all services and to all staff. It will also be the anchor point for corporate service planning and performance reporting in 17/18.

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

There are two driving forces to accommodate in building a refreshed performance management approach

- A Strategic (top/down) requirement to identify and report progress against the desired outcomes for people in Kirklees, as articulated by the seven Kirklees Outcomes
- An operational (bottom/up) need to ensure financial and operational grip

The Corporate Plan plays a key role in linking the desired outcomes for people in Kirklees to what we do on the ground through service operations. It helps with the golden thread for the organisation – the sense of shared purpose from the highest aims of the Council, an individual employee's contribution and everything in between.

The Corporate Plan is also a holistic statement of Council intent for the given year. As such, it is a powerful tool for communication to be used internally across the full spectrum of services. It is also a powerful way of communicating to the public what the Council is doing on their behalf.

A key factor in running an effective organisation is the ability to bridge the divide between the strategic (top/down) and operational (bottom/up) drivers into an approach which is clear, proportionate, simply communicated and professionally executed. The Corporate Plan is pivotal in this aspiration.

In previous years the Corporate Plan has typically been a twenty page document that has sought to include a wide range of internal and external drivers together with intentions on how to address each. This year the Corporate Plan is a one page document. Its intention is to provide a keen focus on key messages, mirroring the new council aspiration to focus resources on things that only the Council can do.

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

In that the Corporate Plan 2017/18 provides the high level context in which all operational delivery will take place, it has an influence on all five sub-headings. The schedule of key themes is a framework for service planning. The schedule of key themes includes activities that are intended to make a positive contribution in 3.1, 3.2, 3.3 and 3.4. These plans have been developed within the resource availability and budget approved at Council on the 15 February 2017.

- 3.1 **Early Intervention and Prevention (EIP)**
- 3.2 **Economic Resilience (ER)**
- 3.3 **Improving Outcomes for Children**
- 3.4 **Reducing demand of services**
- 3.5 **Other (eg Legal/Financial or Human Resources)**

The council under section 149 Equality Act 2010 must have due regard to the need to (a) eliminate discrimination, harassment, victimisation, (b) advance equality of opportunity between persons who share a protected characteristic and persons who do not share it.

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

Cabinet and the Labour Group were consulted on the formulation of the Council Values. Executive Team and Service Directors have been consulted on Key Themes.

**5. Next steps**

Once adoption of the Corporate Plan is confirmed, it will be added to both the internal employee intranet site and the external Council Website.

**6. Officer recommendations and reasons**

- (i) It is recommended that cabinet approve the Corporate Plan 2017/18 and recommend to full council to adopt the Corporate Plan 2017/18 at its meeting on 11<sup>th</sup> July 2017.
- (ii) Delegate authority to the Chief Executive in consultation with the Leader and Deputy Leader to make any consequential amendments following consideration by full Council on 11<sup>th</sup> July 2017.

It is overarching plan forming part of budget and policy framework, setting out the vision and priorities for the 2017/18 and to enable adoption by full council and publication thereafter.

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

Not applicable

**8. Contact officer**

Andy Simcox, Council Business Manager  
Nick McMillan, Corporate Performance Lead Officer

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

Budget Council 15 February 2017

**10. Service Director responsible**

Kim Brear, Office of the Chief Executive

## Our Vision:

*"We want Kirklees to be a district which combines a strong sustainable economy with a great quality of life – leading to thriving communities, growing businesses, high prosperity and low inequality where people enjoy better health throughout their lives."*

## Appendix (1)

## Our Values:

**Leadership**

Leading the council, its partners and communities in managing resources efficiently to maintain services

**Progressive**

Driving innovation based on engagement with all, helping to foster and develop a thriving area

**Responsible**

Work with communities to create a sustainable environment for people; improving health and well-being and building a strong local economy

**Equality**

Working together to meet the needs of our citizens to create opportunities for everyone and a fairer society

## How we will do this:

We will provide strong community leadership and not shirk from taking difficult decisions to provide the services our residents deserve within the resources available.

We must work smarter and will make sure our workforce have the skills to do this. Our innovation will be driven by up to date and relevant intelligence to deliver services that are more accountable, more flexible and more efficient, within the resources available.

We will strive to create a great quality of life and an environment where our economic performance benefits all our citizens and our communities provide the right locations for all our residents to lead healthy, safe and fulfilled lives.

We recognise people's different needs, situations and goals and will remove the barriers that limit what people can do. We will work towards a fairer society, where everyone can participate and has the opportunity to fulfil their potential.

## Our Shared Outcomes (developed with our partners in the public, private and voluntary sectors):

- People in Kirklees feel safe and are safe/protected from harm
- People in Kirklees live independently and have control over their lives

- A council that works smart and delivers effectively and efficiently

- Kirklees has sustainable economic growth for communities and businesses
- People in Kirklees experience a high quality, clean, and green environment
- People in Kirklees are as well as possible for as long as possible

- Children have the best start in life
- People in Kirklees have aspiration and achieve their ambitions through education, training, employment and lifelong learning

## Our Key Themes (priority council activities contributing to the achievement of the outcomes):

- People in Kirklees feel safe and are safe/protected from harm**
- Communities contributing to early intervention and prevention
  - Reduced community tensions
  - Sustainable solutions for community safety
- People in Kirklees live independently and have control over their lives**
- Deliver Democracy Commission recommendations (draft)
  - Delivering schools as community hubs
  - Effectiveness of community hubs and local delivery for adults
  - Quality, sufficiency and stability in the adult social care market
  - Timeliness and quality of adult social care assessments and reviews
  - Integrated adult social care access points
  - Meeting the housing needs of vulnerable people

- A Council that works smart and delivers effectively and efficiently**
- Effective customers first points of contact
  - More digital and self-serve transactions
  - Information technology enabling Council transformation
  - An intelligence system in support of effective commissioning
  - Council property assets that are fit for purpose (supporting community strength)
  - The promotion of community leadership
  - Improving outcomes by working collaboratively with our partners

- Kirklees has sustainable economic growth for communities and businesses**
- Business and jobs growth
  - Revitalising Huddersfield and transforming Dewsbury
  - More and better quality homes
  - Improving physical/digital connectivity
  - Protecting and making the best use of social housing stock
- People in Kirklees experience a high quality, clean, and green environment**
- Effective management of waste
  - Making the most of greenspaces
- People in Kirklees are as well as possible for as long as possible**
- Reducing health inequalities through community activity and physical activity
  - Prevention of avoidable infection/diseases

- Children have the best start in life**
- All children and young people (CYP) to be rounded, resilient and ready
  - Strengthening families
  - Independent and resilient Looked After children and care leavers
  - Integrated working across all children's social care agencies and other partners
  - Therapeutic support for children who need it
  - Supporting communities schools, carers/ families of children, including young people with special educational needs and disability
- People in Kirklees have aspiration and achieve their ambitions through education, training, employment and lifelong learning**
- A skills strategy to meet local need
  - Helping people into training and to progress into meaningful employment
  - Best possible educational outcomes for CYP
  - Sufficient quality learning places for Kirklees
  - Tackling poverty and welfare support for people in financial need
  - A broad range of Education, employment & leisure opportunities for disabled people

## COUNCIL MEETING

Tuesday 11 July 2017

### Written Questions

**(1) Question by Councillor J Taylor to the Cabinet Member – Economy Portfolio (Councillor Mather)**

“Can Cllr Mather let me know what the current rate of recycling is in Kirklees, how that performance compares with its peers and whether the trend is positive or negative?”

**Cabinet Member to Respond**

**(2) Question by Councillor J Taylor to the Cabinet Member – Corporate Portfolio (Councillor Khan)**

“Could Cllr Khan please update Council on the delays to the Library Consultation and the consequent budgetary impact?”

**(3) Question by Councillor Armer to the Cabinet Member – Adults and Public Health Portfolio (Councillor Kendrick)**

“Can the Cabinet Member confirm that this Council has a robust evacuation plan in place which is capable of catering for the need to evacuate and accommodate hundreds of people?”

**Cabinet Member to Respond**

**(4) Question by Councillor J Taylor to the Cabinet Member – Corporate Portfolio (Councillor Khan)**

“Can you advise me of the number of new Play Areas which have been built in the last 20 years and also the number of existing play areas which have been refurbished in that time frame?”

**Cabinet Member to Respond**

**(5) Question by Councillor Lawson to the Leader of the Council – Councillor Sheard**

“Will Cabinet undertake to review its decision to demolish the oldest building at Whitcliffe Mount School?”

Will it also undertake to do everything in its power to explore ways of keeping part or the whole of the building, through negotiations with future developers?”

**(6) Question by Councillor Lawson to the Cabinet Member – Corporate Portfolio (Councillor Khan)**

“Will the Cabinet Member confirm that associations of friends of borough-wide open spaces will be consulted in the Play Review at the same time as Councillors, before the consultation with the public begins?”

**Cabinet Member to Respond**

**(7) Question by Councillor Bellamy to the Cabinet Member – Economy Portfolio (Councillor Mather)**

“Can the Cabinet Member please give the Council an update on fly tipping in Kirklees and tell us if there has been an increase since the tip changes were implemented?”

**Cabinet Member to Respond**

**(8) Question by Councillor N Turner to the Cabinet Member – Adults and Public Health (Councillor Scott)**

“Would the Cabinet member give us an update as to the safety of Kirklees buildings, in the light of the awful fire in Grenfell Tower, and what plans are in place to ensure something similar could not happen here?”

**Cabinet Member to Respond**

**(9) Question by Councillor Lawson to the Cabinet Member – Corporate Portfolio (Councillor Khan)**

“How many enquiries and complaints have there been about this year’s Council Tax ‘single persons allowance’ reminder letter?”

**Cabinet Member to Respond**

**(10) Question by Councillor J Taylor to the Cabinet Member – Economy Portfolio (Councillor McBride)**

“Can Councillor McBride confirm how the Council ensures social value and promotion of the local economy factor in selecting suppliers for catering and entertaining within Kirklees?”

**Cabinet Member to Respond**

**(11) Question by Councillor Holmes to the Leader of the Council – Councillor Sheard**

“Why is there no route of appeal within the Community Asset Transfer process?”

**(12) Question by Councillor Holmes to the Leader of the Council – Councillor Sheard**

“I am now being forced into making a formal complaint against the Council, regarding how the Gomersal Community Group Expression of Interest to take over Red House Museum was rejected.

Will the Cabinet review its approach before I am possibly also forced to take this to the Ombudsman?”

**Cabinet Member to Respond**

**(13) Question by Councillor Holmes to the Cabinet Member – Childrens Portfolio (Councillor Hill)**

“What is the current position regarding Kirklees Council Children’s Services?”

**Cabinet Member to Respond**

**(14) Question by Councillor Armer to the Cabinet Member – Corporate Portfolio (Councillor Khan)**

"I am informed by an elderly widowed Kirkburton resident that she has received a letter from Welfare & Exchequer Service advising her that she is required to use the Council website to confirm her continuing qualification for single occupier discount on her Council Tax assessment. She is threatened with a penalty of £70 plus loss of her Council Tax discount if she fails to respond by 25th July.

In previous years she has been offered an option to do this by telephone, but this is not offered now. She is instead advised to have a friend or relative use the web service on her behalf or, despite her advanced years, make her way to a Customer Service Centre.

My resident does not possess any equipment capable of accessing the internet and does not have an internet service provider. She has no relatives living in the Borough and no friend she would feel comfortable with asking to do this. In desperation, she has asked me to complete the online form for her.

Does the Cabinet Member think that this menacing missive is an acceptable standard of service provision?"

**Cabinet Member to Respond**

**(15) Question by Councillor Watson to the Cabinet Member – Corporate Portfolio (Councillor Khan)**

“I recently attended a training session on safeguarding for councillors which was run at Dewsbury Town Hall. The session was an afternoon one with refreshments provided and this included bottles of mineral water. Does the council purchase mineral water centrally and if so how much is expected to be spent on mineral water during this financial year?”

**Cabinet Member to Respond**

**(16) Question by Councillor Watson to the Cabinet Member – Economy Portfolio (Councillor Mather)**

“There is a domestic recycling point at Leys Lane at Emley. This is a site where containers are placed for recycling bottles and so forth but the site is now being used as a dump with waste simply being piled up at the side of the road. Much of this appears to be waste of a commercial nature. Should this site be used for this purpose and if not what should be done to prevent this?”

**Cabinet Member to Respond**

**(17) Question by Councillor Watson to the Cabinet Member – Economy Portfolio (Councillor Mather)**

“There is a textile factory in Scissett by the name of Phoenix Textiles in respect of which there have been a number of complaints locally about smells emanating from the site. There is currently work under way to remediate this problem by way of the installation of a new chimney. Does the regulation of emissions from a site such as this fall within the council’s remit and in any event does the council know what chemicals are emitted from the site and causing the smell?”

**Cabinet Member to Respond**

**(18) Question by Councillor Watson to the Cabinet Member – Childrens Portfolio (Councillors Ahmed/Hill)**

“The OFSTED report on Services for Children in Kirklees which was published in November of last year recorded that;

“Current placement sufficiency arrangements are not meeting the needs of all children looked after. A very high percentage – 42.5% (277) – of the looked after population is placed outside Kirklees.”

The report went on to state with regards to foster carers:

“not enough potential carers are being identified and recruited to meet identified need.”

Foster care can be a challenging vocation and therefore it is understandable that it may be difficult to recruit carers and this leads to out of area placements but nevertheless the inspectors considered Kirklees to be inadequate in this regard. Is the team responsible for recruiting foster carers sufficiently resourced and is the situation improving?”

**Cabinet Member to Respond**

**(19) Question by Councillor Watson to the Deputy Leader of the Council (Councillor Pandor)**

“At one of the meetings of council recently, April I think, a briefing was presented by the deputy leader to the Council on the Key Cities group. The Key Cities Group is about providing our cities with more opportunities to boost the economic prosperity of the country.



Can the Deputy Leader please give some examples of how membership of the group has helped boost economic prosperity in Kirklees?

**The Deputy Leader to Respond**

**(20) Question by Councillor McGuin to the Cabinet Member – Corporate Portfolio (Councillor Khan)**

“Can the Council assure me that the problems with bin collections in the Almondbury Ward area are being sorted out?”

**Cabinet Member to Respond**

**(21) Question by Councillor McGuin to the Cabinet Member – Corporate Portfolio (Councillor Khan)**

“Has the Council got any nearer to identifying a building to replace Tolson Museum?”

**Cabinet Member to Respond**

**(22) Question by Councillor McGuin to the Leader and Deputy Leader (Councillors Sheard and Pandor)**

“Will the money left over from District Committees be passed to Ward Councillors?”

**The Leader/Deputy Leader to Respond**

**(23) Question Withdrawn**

**(24) Question by Councillor Wilkinson to the Cabinet Member – Economy Portfolio (Councillor McBride)**

“Is there any progress regarding the future of the Co-op Building on New Street?”

**Cabinet Member to Respond**

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Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### CABINET

**Tuesday 7th March 2017**

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

Apologies: Councillor Naheed Mather  
Councillor Viv Kendrick

#### **186 Membership of the Committee**

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

#### **187 Minutes of previous meeting**

**RESOLVED** – That the minutes of the meetings held on 17 January, 31 January and 7 February 2017 be approved as a correct record.

#### **188 Interests**

No interests were declared.

#### **189 Admission of the Public**

It was noted that Agenda Items 17 and 18 would be considered in private session. (Minute Nos 202 and 203 refer).

#### **190 Deputations/Petitions**

Cabinet received deputations from (i) Mr Ken Shaw regarding the concerns relating to the Council's application of VAT regulations and (ii) Mr Hasan Badat regarding the provision of non-intrusive autopsies within the Kirklees area.

#### **191 Public Question Time**

No questions were asked.

**192 Member Question Time**

No questions were asked.

**193 Corporate Performance Report - 2016-17. Quarter 3**

Cabinet received the Quarter 3 Performance Report which provided an overview of the Council's corporate performance at the end of Quarter 3 2016/2017, and included updates on progress against outcomes in the joint Health and Wellbeing Strategy and Kirklees Economic Strategy.

Key points to note within the report were summarised at paragraph 2 and included an update on the Children and Families Act review, the recent Ofsted concerns regarding the Early Help offer, preventions of homelessness, the establishment of the Tackling Poverty Cross Party Working Group and the progress of Dewsbury Learning Quarter.

**RESOLVED** - That the Quarter 3 Performance Report (October to December 2016) be received and noted.

**194 Community Asset Transfer Policy**

Cabinet received a report which sought approval of the revised Community Asset Transfer Policy. The report advised that the Asset Advancement Policy had been approved by Cabinet in October 2013 and provided for a review of the policy at a later date. The subsequent reviewed version was appended to the considered report and developed further upon the 2013 version, building upon lessons learned from the asset transfers that had been completed to date, and re-branding the policy to the 'Asset Transfer Policy'. Cabinet noted that the reviewed policy introduced a grant application process for financial support for groups that required it, whereas the 2013 policy had no mechanism for financial report.

Cabinet were asked to give consideration to the approval of the revised Asset Transfer Policy and the implementation of the incentivisation proposals as detailed within the report.

**RESOLVED –**

- 1) That the updated Asset Transfer Policy be approved.
- 2) That approval be given for the updated Asset Transfer Policy to replace the 2013 Asset Advancement Policy and become effective from 1 April 2017.
- 3) That it be noted that the new policy will be applied to the three Asset Transfers scheduled for consideration at Cabinet Committee – Assets on 28 March 2017.

**195 Review of Local Welfare Provision Policy and Credit Union(s) Loan Scheme(s) for Kirklees Residents**

Cabinet received a report which set out proposals for implementing change to the Local Welfare Provision Scheme following the decision to reduce the budget for 2017/18 and subsequent years.

The report advised that the reductions (£410,000 in 2017/18, and a further £80,000 in 2018/19) would not impact upon the provision of food, fuel or support with winter coats/uniforms. Cabinet noted that in order to mitigate the removal of the furniture scheme, work had been undertaken with three credit unions to implement a low cost loan scheme in addition to the accessibility of credit unions for Kirklees residents.

**RESOLVED –**

- 1) That the changes to the Local Welfare Provision scheme, as detailed within the considered report, be noted.
- 2) That the progress being made in relation to the developments at the Credit Union be noted.
- 3) That approval be given to the provision of start-up financial assistance to Borough and Parish Credit Union, subject to further discussions and delegation to the Assistant Director Financial Management, IT , Performance and Risk.

**196 Sufficient primary pupil places in the Huddersfield North area**

Cabinet gave consideration to a report which sought approval to commence statutory processes with regard to a new primary Free School in the Huddersfield north area. The report set out details of the proposal to establish a new primary Free School within a new build to enable provision to 420 pupils aged 4 to 11 years.

The report provided information relating to the Council's basic duty to secure sufficient primary school places to meet basic need across the wider area of Huddersfield south-west, Huddersfield west, Huddersfield north-west and Huddersfield north, and specifically focused upon the strategy for proposals in the Huddersfield north area.

Cabinet noted that, over the last several years, the school age population in Kirklees had increased by approximately 20% and that the proposals to develop the additional primary school would meet basic need in the area by placing a new primary school at Clare Hill Playing Fields, subject to the Council's acquisition of the site and planning approval. The report advised that it was anticipated that the school would need to initially open in modular accommodation in September 2018, with the new school building to be in place by September 2019.

**RESOLVED –**

- 1) That officers be authorised to develop plans for seeking proposals to run a new primary free school for Huddersfield North that supports a community wide approach for enough high quality learning places to serve the families in the area by establishing a new 420 place primary free school within a new build located on Clare Hill Playing Fields.

- 2) Pursuant to (1) above, the proposed school shall cater for pupils aged 4 to 11 years and shall have a Published Admission Number of 420 places.
- 3) That authority be delegated to the Director of Children's Services, in consultation with the relevant Cabinet Member to (i) engage and liaise with all stakeholders in conjunction with the Department for Education and the Education Funding Agency and (ii) develop 'invitation to submit proposals to run a new primary academy school' materials on the basis of the proposals.
- 4) That Offices be requested to report the outcomes of the 'invitation to submit proposals' to a future meeting of Cabinet for further consideration.
- 5) That Physical Resources and Procurement be authorised to continue to develop options appraisals, undertake further feasibility studies as necessary, and design development to firm up costings and proposals for the new school building at the Clare Hill Playing Fields site.

**197 Proposals for changes to specialist provision for Children with Speech, Language and Communication Needs and Autism**

Cabinet received a report which advised of the outcome of the statutory processes for proposals to discontinue the ten transitional places plus outreach for children with autism at Moldgreen Community Primary School.

The report also provided an update on progress with determining a new host school for communication and interaction provision, and advised of the conclusions and recommendations of the School Organisation Advisory Group regarding the statutory process followed for the proposals to discontinue the ten transitional places.

The report advised that, subject to the approval of the recommendations, officers would support and work alongside the Governing Body of Moldgreen Community Primary School to finalise arrangements to implement the proposals from 1 April 2017. It was noted that the absence of take-up of transitional places for children at Moldgreen Community Primary School had meant that no places had been allocated since July 2014.

**RESOLVED –**

- 1) That the advice of the Kirklees School Organisation Advisory Group that the proposals for Moldgreen Community Primary school to discontinue the provision of 10 transitional places for children with autism are valid, and that the required statutory processes have been carried out, be noted.
- 2) That it be agreed that the decision regarding the proposals will be taken within the statutory time period.
- 3) That the outcomes and recommendations of the Kirklees school Organisation Advisory Group on 16 January 2017, and associated Officer recommendations be noted.
- 4) That the human resource and financial implications of approving the proposals be noted.
- 5) That it be confirmed that, in meeting the obligations of the Equality Act 2010 and the Public Sector Equality Duty 2011, full regard has been given to the Equalities Impact Assessment throughout the statutory process for the proposal including the decision regarding approval.

- 6) That approval be given, without modification or condition, to discontinue the provision of 10 transitional places for children with autism at Moldgreen Community Primary School.
- 7) That Officers be requested to support and work closely with the Governing Body of Moldgreen Community Primary School to finalise arrangements in order to implement the proposals from 1 April 2017.

**198 Children's Improvement Plan**

Cabinet received a report which sought approval for the submission of the Children's Improvement Plan to Ofsted. The report set out details of how the Council planned to improve outcomes for Children and Young People by working with partners to achieve improvement against the Ofsted recommendations which were set out within the Improvement Plan.

The report advised that the Council's vision for all children in the in the area was 'to have the best possible start in life through every child and young person being safe, loved, healthy, happy, supported to be free from harm and having the chance to make the most of their talents, skills and qualities to fulfil their potential and become productive members of society'. The Improvement Plan had been structured around the four themes of the Single Inspection Framework; (i) children who need help and protection (ii) children looked after and achieving permanence (iii) leadership, management and governance and (iv) effectiveness of the Kirklees Safeguarding Children Board, each of which addressed a number of Ofsted recommendations.

Cabinet noted that the Council were responsible for delivering improvement against the 27 Ofsted recommendations contained in the Improvement Plan and that the Independent Chair of the Safeguarding Children's Board was responsible for delivering improvement against the 10 Kirklees Safeguarding Children's Board recommendations. All 37 recommendations were combined within the Improvement Plan.

**RESOLVED –**

- 1) That the Children's Improvement Plan, as attached at Appendix 1 of the considered report, be endorsed for submission to the Secretary of State and Her Majesty's Chief Inspector (as stated in The Education and Inspections Act 2006 (Inspection of Local Authorities) Regulations 2007) by 9 March 2017.
- 2) That authority be delegated to the Director of Children's Services, in consultation with the relevant Cabinet Member, to finalise the Children's Improvement Plan prior to its submission to Ofsted.

**199 2016/17 and 2017/18 Council Capital Plan – Proposed allocation of 2017/18 capital funding from the Directorate for Children and Young People (DCYP) baseline section of the Capital Plan along with details of proposed amendments to the 2016/17 approved programme of works**

Cabinet gave consideration to a report which identified potential projects to be funded from the 2017/2018 Directorate for Children and Young People Capital Maintenance section of the Capital Plan and provided an update on the delivery of

the 2016/2017 Capital Maintenance programme as approved by Cabinet on 8 March 2016.

(Cabinet gave consideration to exempt information at Agenda Item 17 (Minute No. 202 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, which sets out the rationale for the schools' condition programme, the availability of funding, the selection process and the main categories of work, thereby enabling the projects concerned to be designed, procured and implemented.
- 2) That approval be given to the detailed list of proposed works in schools for 2017/2018 as attached at Appendix B of the considered report.
- 3) That authority be delegated to the Director of Economy, Skills and Infrastructure, in accordance with Financial Procedure Rules 3.9 to 3.14 (dated June 2016), to enable the programme to be managed and the implementation of the identified works contained within the respective agreed total programme budgets.
- 4) That the revised amendments and allocations applied by officers using delegated powers to the detail of the 2016/2017 Schools Capital Maintenance and Basic Need programmes, as detailed in Appendix C of the considered report, be noted.

**200 Transport Services - 1 year Capital Investment Vehicle Replacement Programme 2017 - 2018**

Cabinet gave consideration to a report which sought approval for a one year Capital Investment Vehicle Replacement Programme to continue the previous replacement programme which was agreed by Cabinet on 9 February 2016.

The report advised that there were currently 332 vehicles over their replacement age profile, equating to 40% of the vehicle fleet. Following the approval of the Vehicle Replacement Plan in February 2016, 62 vehicles had been procured and replaced, which had helped to reduce the over aged vehicles by 12%. It was noted that income of £320k had been generated from vehicle sales.

The report advised that the 2017/2018 baseline capital of £2m would fund the replacement of approximately 57 vehicles

Cabinet were asked to delegate authority for the management of the implementation of the Capital Investment Vehicle Replacement Programme, in accordance with the Council's Financial Procedure Rules.

(Cabinet gave consideration to exempt information at Agenda Item 18 (Minute No. 200 refers) prior to the determination of this item).



**RESOLVED –**

- 1) That approval be given to the continued investment of £2m in the vehicle replacement programme, for financial year 2017/2018, as identified in the capital plan approved by Council on 15 February 2017.
- 2) That authority be delegated to the Director of Economy, Skills and the Environment, as outlined in para 2.6 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 3.9 to 3.14 (dated June 2016).

**201 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 during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

**202 2016/17 and 2017/18 Council Capital Plan – Proposed allocation of 2017/18 capital funding from the Directorate for Children and Young People (DCYP) baseline section of the Capital Plan along with details of proposed amendments to the 2016/17 approved programme of works**

(Exempt information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that it would not be in the public interest to disclose the information contained within the report as disclosure could potentially adversely affect overall value for money and could compromise the commercial confidentiality of the bidding organisations and may disclose the contractual terms, which is considered to outweigh the public interest in disclosing information including greater accountability, transparency in spending public money and openness in Council decision making)

Cabinet received exempt information prior to the determination of Agenda Item No. 14 (Minute No.199 refers).

**203 Transport Services - 1 year Capital Investment Vehicle Replacement Programme 2017 - 2018**

(Exempt information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that it would not be in the public interest to disclose the information contained within the report as disclosure could potentially adversely affect overall value for money and could compromise the commercial confidentiality of the bidding organisations and may disclose the contractual terms, which is considered to outweigh the public interest in disclosing information including greater accountability, transparency in spending public money and openness in Council decision making)

Cabinet received exempt information prior to the determination of Agenda Item No. 15 (Minute No.200 refers).

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Contact Officer: Andrea Woodside

## **KIRKLEES COUNCIL**

### **CABINET**

**Monday 27th March 2017**

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

Apologies: Councillor Masood Ahmed

In attendance:

Observers:

#### **204 Membership of the Committee**

Apologies for absence were received from Councillor Masood Ahmed.

#### **205 Interests**

Councillor Peter McBride declared an other interest in respect of agenda items 7 and 9 regarding Kirklees Stadium Development Ltd, request to vary existing Council financial security arrangements, due to him being a board member of Kirklees Stadium Development Ltd, and left the meeting during consideration of the items.

Paul Kemp advised Cabinet that he was the company secretary of Kirklees Stadium Development Ltd.

#### **206 Admission of the Public**

Agreed that agenda item 9 – private information relating to the Kirklees Stadium Development Ltd request to vary existing Council financial security arrangements be taken in private due to the report containing confidential information.

#### **207 Deputations/Petitions**

No deputations or petitions were received.

#### **208 Public Question Time**

No questions were asked at the meeting.

**209 Member Question Time**

No member questions were asked at the meeting.

**210 Kirklees Stadium Development Ltd (KSDL) request to vary existing Council financial security arrangements**

Cabinet considered a report setting out a request from Kirklees Stadium Development Ltd to give a second charge, ranking behind the Council's existing charge, on land at the John Smith's Stadium. The report indicated that the request was due to the security requirements with a third party lender who was proposing to advance loan finance to a subsidiary of Kirklees Stadium Development Ltd, to allow the purchase of a site near the stadium.

The report set out information on the reasons why proceeding with the purchase would be beneficial to the early delivery of the HD One scheme, which will create a regional leisure destination on land at the stadium site.

The considered report provided information on the existing charge the Council had in relation to the costs associated with the development of the stadium complex and advised on the current exposure on the loan which was anticipated to have been repaid in full by early 2021.

Cabinet were provided with information at the meeting on a request that the Council limit the amount of the Council's first charge on the stadium site on terms outlined in the considered report, which would require the Council entering into a deed of priority.

**RESOLVED –**

- 1) That approval be given to the request from Kirklees Stadium Development Ltd to give a second charge on the John Smith's Stadium site, Huddersfield and to release its charge on the shareholding on its subsidiary company to allow the purchase of the Gas Works Street, Huddersfield site to be secured by the relevant subsidiary company of Kirklees Stadium Development Ltd.
- 2) That the entering into a deed of priority limiting the amount of the Council's first charge on the stadium site be approved in accordance with the terms set out in the considered report.
- 3) That delegated authority be granted to the Assistant Director, Legal and Governance to enter into and execute all necessary legal documentation required to give effect to decisions 1 and 2 above.

(the Chair of the Overview and Scrutiny Management Committee had been advised of the entry to the forward plan of key decisions in relation to this matter and the need to make an urgent entry in relation to a private report being considered by Cabinet outside the 28 day notice period and had

agreed to the late entry being made and the consideration of the report by Cabinet. The Chair of the Overview and Scrutiny Management Committee had also agreed to waive the call in, due to the need to take urgent action on the matter under consideration, to ensure the offer of the sale of the Gas Works site was not withdrawn, and accordingly, the decision would be implemented immediately).

**211 Exclusion of the Public**

**RESOLVED -**

That under section 100 A4 of the Local Government Act 1972 the public be excluded from the meeting due to the consideration of 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.

**212 A Private Report in Relation to Item 210 Above.**

Kirklees Stadium Development Ltd – request to vary financial security arrangements relating to the John Smith’s Stadium site, Huddersfield.

(Exempt information relating to the 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 the overall value for money and could compromise the commercial confidentiality of the bidding organisations and may disclose the contractual terms, which is considered to outweigh the public interest in disclosing information).

Cabinet considered confidential information relating to the proposal to vary financial security arrangements in relation to the John Smith’s Stadium site, Huddersfield in relation to taking a decision on minute number 210.

**RESOLVED -**

That information contained within the confidential schedule be noted.

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Contact Officer: Andrea Woodside

## **KIRKLEES COUNCIL**

### **CABINET**

**Tuesday 4th April 2017**

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

**213 Membership of the Committee**

All members were present at the meeting.

**214 Interests**

No interests were declared at the meeting.

**215 Admission of the Public**

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

**216 Deputations/Petitions**

No deputations/petitions were received.

**217 Public Question Time**

No public questions were asked.

**218 Member Question Time**

No member questions were asked.

**219 Corporate ICT Refresh Programme 2017/18 – 2021/22**

Cabinet received a report which sought approval for capital expenditure of £900k per annum to be incurred in supporting the IT ongoing refresh and update of core technology to underpin the IT enabled change programme for the Council over the next five years.

The report advised that the ICT Capital Programme was an essential ongoing programme of investment on an annual basis to provide technology to enable many of the technology enabled transformation programmes of the Council, and to sustain the necessary infrastructure and systems to keep the Council's data safe and secure. It explained that the investments proposed for the coming five years included refreshing the Council's desktop computer estate, sustaining its data centre and core infrastructure, the data and voice network, and other associated systems. Cabinet were asked to agree the investment of up to £900,000 per annum over the next five financial years to enable this work to be undertaken.

Cabinet noted that the strategic benefit of the investment was significant, and in addition to the functional and business operation benefits, was also an enabler of major business transformation projects including higher productivity across the workforce and mitigating the effect of current budget reductions on services provided to citizens.

**RESOLVED -**

1. That the 5 year IT Capital Investment Strategy to support the refresh and maintenance of the IT estate in the IT enabled change programme be approved, as set out in the considered report.
2. That authority be granted to the Head of IT to implement the agreed 5 year IT Capital Investment Plan in accordance with the Council's financial Procedure rules and for the 5 year life of the project.

**220 Land at Station Road, Bradley**

Cabinet gave consideration to a report which sought approval to market and dispose of land at Station Road, Batley. The report explained that the site extended to 1.9 hectares and was currently designated as unallocated in the UDP, and as Employment Land on the Local Plan. Site investigations had taken place in preparation of the disposal of the land and had revealed some contaminated ground conditions, which would be reflected within the report made available to potential buyers so that the costs of remediation can be reflected within any bids. Cabinet noted that it was intended to commission an updated open market valuation which would be informed by a ground investigation survey prior to placing on the open market.

The report explained that the disposal of the site, which would be subject to planning permission, could generate a significant capital receipt, and that the Council would also receive a business rates income from any future commercial



occupiers. It indicated that the site provided continuity and supported the objectives of the Local Plan, linked strongly to the Joint Health and Wellbeing Plan, and assisted the Council in meeting an annual capital receipts target.

**RESOLVED -**

1. That the marketing and disposal of the site at Station Road, Bradley, as set out in the considered report be approved.
2. That authority be delegated to the Assistant Director Place to market the land for disposal and undertake and conclude negotiations with the preferred buyer.
3. That authority be delegated to the Assistant Director for Legal Governance and Monitoring and Procurement's Legal Risk Management to negotiate and enter into all documentation necessary to affect the disposal of the site.

**221 Highways Capital Plan 2017/18**

Cabinet received a report which set out the Highways Capital Plan 2017/2018, which was a detailed programme of works to be implemented over the next two years and included road surfacing, street lighting, structures, road safety, encouraging walking and cycling, drainage, traffic signals, car parks, and public transport provision. It explained that the Council's capital investment in the 2017/2018 Highways Capital Plan amounted to £4.900m, which would be funded through prudential borrowing, and that the average revenue cost of financing this level of borrowing would be 6.3% per annum, equating to £309k. In order to support the implementation of works and substitution of delayed projects, Cabinet was requested to delegate authority to manage the implementation of identified works within the respective agreed total programme budgets.

**RESOLVED -**

1. That the Capital Plan as set out in the considered report in the sum of £15,232 million, and specifically detailed in appendices 1a and 1b, be approved.
2. That authority be delegated in accordance with 3.12 of the Council's Financial Procedure Rules to the Director of Economy, Skills and the Environment, to manage the Highways Capital Plan Asset as set out within the considered report.

**222 A629 Wakefield Road, Aspley/Moldgreen, Road Resurfacing**

Cabinet gave consideration to a report which sought approval for a scheme to resurface the A629 Wakefield Road between Aspley Basin and Green Mount, Huddersfield, in line with the Kirklees Asset Management Strategy. The report explained that major resurfacing works were proposed for the A629 Wakefield Road

between Aspley Place and St Pauls Methodist Church at Moldgreen as part of the Principal Road Programme 1A, commencing May 2017.

Cabinet noted that the road was a primary route into Huddersfield Town Centre, and provided an important link to local communities. It was acknowledged that the scheme may cause significant difficulties for residents, businesses and through traffic and that measures would be put in place to minimise disruption where possible, including the temporary closure of the inbound bus lane, advanced vehicle messaging signs and the phasing of works.

**RESOLVED -**

That the scheme for the reconstruction of the A629 Wakefield Road, as set out in the considered report, be approved.

**223 Council's 24 hour Services**

Cabinet gave consideration to a report which sought approval to develop a 24 hour service which merged current services and made better use of assets and resources. The report set out details of proposals for the development of a 24 hour service provision whereby all out of hours operations would be centralised, with the first phase being the merger of CCTV and Kirklees Direct Out of Hours Service, to cover both operations. The proposals would create a multi-skilled and flexible team and by utilising current assets, integrating IT and telephony resources, would ensure service delivery and the maintenance of both CCTV and Out of Hours services. The report explained that the proposals would help deliver safety outcomes and ensure that emergency out of hours provision to residents, tenants and local businesses was available.

Cabinet noted that the Phase 1 merge would create an initial saving of £53k per annum and that these savings would be based on an overall reduction in staffing levels which would be realised by removing vacancies and temporary staff. It was anticipated that Phase II would incorporate Children and Adult Services. Subject to approval, the scheme would commence with a review, formal staff consultation, followed by implementation, which was expected to take approximately five months in total.

Cabinet were asked to approve the proposals, as detailed within the considered report, and note that Phase 1 would be implemented in the 2017/2018 municipal year.

**RESOLVED -**

1. That proposals set out in the considered report to develop and implement a 24 hour service provision for the Council, where all out of hours operations are centralised be approved, and that it be noted that phase 1 will be implemented in the 2017/18 financial year, as set out in the considered report.

2. That approval be given to the £200,000 economic resilience add back on an annual basis for each year or part year until phase 2 of the review has been completed which is anticipated to be Summer 2018.
3. That in the event that phase 2 is delayed beyond 2018/19 the economic resilience add back be reviewed.

**224 Memorial and Commemorative Plaque Policy**

Cabinet received a report which sought approval for the introduction of a policy for the consideration of requests for the siting of memorials and commemorative plaques on Kirklees land and buildings. The report advised that the Council regularly received requests for consideration of future memorials and commemorative plaques to be sited on Kirklees owned land and property and so the policy had been produced to assist organisations and members of the public who may wish to consider making applications for memorials. The report summarised the guiding principles of the policy and the application process. It was noted that the policy did not cover personal memorials to individuals in the forms of; memorial trees and benches, scattering of ashes, and other forms of personal remembrance. The report included details of comments that had been submitted by Huddersfield Civic Society, Friends of Greenhead Park and Friend of Crow Nest Park. The proposed policy was appended to the considered report.

**RESOLVED -**

1. That approval be given to the introduction of the memorial and commemorative plaque policy, as set out within the considered report.
2. That the policy be applied to all parks and recreation grounds within Kirklees.
3. That, when requests for actions in accordance with the policy are received, information be provided to all the Councillors on such requests.

**225 Overview of progress made in relation to changes to specialist provision for children with special educational needs across Kirklees**

Cabinet gave consideration to a report which sought permission to carry out a non-statutory consultation on the proposed new communication and interaction provision to be hosted by Windmill C of E Primary School, and to complete the legal process to discontinue the specialist provision at Ashbrow School for children with speech, language and communication needs (SLCN). Paragraphs 2.8 of the considered report set out details of the Local Authority's proposal, which was to decommission 12 transitional places for SLCN at Ashbrow School and create 12 transitional places for communication and interaction needs at Windmill C of E Primary School. The report explained that the proposed re-organisation would be subject to the School Organisation (Prescribed Alterations to maintained schools) (England) Regulations 2013.

The report advised that a robust consultation process would be carried out in order to enable the maximum number of stakeholders to have an opportunity to comment, and that the Local Authority would hold a four week term time non-statutory consultation on the proposals during April and May 2017. A final decision by Cabinet was expected to be made in August 2017, and subject to approval, the changes would be implemented in September 2017.

**RESOLVED -**

1. That authority be delegated to the Director of Children and Adults in consultation with the relevant Cabinet Portfolio Holder to:
  - Develop consultation materials on the basis of the proposals set out in the considered report
  - Organise and carry out the non statutory consultation about the proposals
  - Require officers to report the outcomes of the non statutory consultation to Cabinet for further consideration of the next steps

**226 Bringing together Honley Church of England voluntary controlled Infant and Nursery School and Honley Church of England voluntary controlled Junior School**

Cabinet received a report which set out details of final proposals to discontinue Honley C of E Voluntary Controlled Infant and Nursery School, and Honley C of E Voluntary Controlled Junior School, to establish an all-through Church of England Voluntary Controlled Primary School for children aged 3 to 11 years including nursery provision.

The report explained that the new primary school would be within the existing buildings of Honley C of E (VC) Infant and Nursey School, and Honley C of E (VC) Junior School and would cater for the same number of children as the current schools, with an admission number of 66 places in key stage 1, and 68 places in key stage 2, preserving 470 primary school places, with 48 part-time early learning places for nursery children aged 3-4 years. The report also set out the conclusions and recommendations of the School Organisation Advisory Group regarding the proposals, and sought Cabinet's approval of the related statutory proposals. The report advised that, subject to approval, the proposals would be effective from 1 May 2017.

**RESOLVED -**

1. That the advice of the Kirklees School's Organisation Advisory Committee that the related proposals to establish a new Chuch of England Voluntary Controlled Primary School to discontinue Honley Chuch of England Voluntary Controlled Infant & Nursery School and to discontinue Honley Church of

## Cabinet - 4 April 2017

England Voluntary Controlled Junior School are valid and that the required statutory proposals have been carried out be noted.

2. That approval be given to the taking of the decision regarding the proposals within the statutory time period.
3. That the outcomes and recommendations of the Kirklees Schools Organisation Advisory Group meeting of 27 January 2017 be acknowledged together with the associated officer recommendations for the proposals.
4. That the HR & financial implications of approving the proposals be noted.
5. That it be confirmed that, in meeting the obligations of the Equality Act 2010 and the Public Sector Equality Duty 2011, full regard has been given to the Equalities Impact Assessment throughout the statutory process for the proposal including the decision regarding approval.
6. That approval be given without modification or condition to the related statutory proposals:
  - a) By Kirklees Local Authority to:
    - i. Discontinue Honley Church of England Voluntary Controlled Infant & Nursery School on 30 April 2017.
    - ii. Discontinue Honley Church of England Voluntary Controlled Junior School on 30 April 2017.
  - b) By Diocesan Board of Education within the Church of England Diocesan of Leeds:
    - i. To establish a new Church of England Voluntary Controlled Primary School to cater for pupils aged 4-11 with a published admission number of 66 for the Key Stage 1 and a public admission number of 68 for Key Stage 2 and to retain the 48 part time early learning places for nursery children aged 3-4 years on 1 May 2017.
7. That the above proposals for reasons set out within Section 6 of the considered report.
8. That officers be requested to support and work proactively with the Governing Body of Honley Church of England Voluntary Controlled Infant & Nursery School, and the Governing Body of Honley Church of England Voluntary Controlled Junior School to finalise arrangements for pupils, parents, staff and other stakeholders in order to sensitively manage changes to implement the proposals from 1 May 2017.

### **227 Preparing for “30 hour free childcare” for working parents**

Cabinet gave consideration to a report which provided an update on preparations to meet demand for '30 hours free childcare' from September 2017, and sought

approval for a capital scheme to meet future demand in the Holme Valley North area. The report advised that, from September 2017, working parents with children aged 3 and 4 and not in full time education, would be eligible for 30 hours free childcare, which would introduce additional demand for childcare services and that Local Authorities had a statutory duty to ensure that a sufficient number of places were available. In May 2016, childcare providers had been offered the opportunity to express an interest in expanding their provision to meet the future demand associated with 30 hours free childcare and that as a result of this exercise Holme Valley North had been identified as an area requiring a capital solution to meet a basic need for places. The report therefore proposed the allocation of capital grant funding for the provision of a childcare facility on the site of Honley C of E (VC) Junior School.

The report advised that the capital cost of the scheme would be fully funded from Government Grant and that Officers would continue to ensure that there were sufficient childcare places available by (i) monitoring the supply and demand for childcare places (ii) continuing to engage with the childcare market and (iii) using the existing small grants scheme to support the creation of places where required. It advised that, subject to approval, work would also continue to procure and deliver the off-site construction unit within the grounds of Honley C of E (VC) Junior School.

**RESOLVED -**

1. That work undertaken to ensure that there are sufficient childcare places available in Kirklees to meet future demand using the existing childcare market management framework be noted.
2. That the £339,000 grant received in relation to the Honley childcare capital scheme outlined in paragraph 2.17 of the considered report, along with the allocation of £227,000 from the 2016/17 early years capital budget, be noted.
3. That officers be authorised to procure and deliver the capital scheme as outlined at paragraph 2.17 of the considered report.

Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### CABINET

**Tuesday 2nd May 2017**

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

Apologies: Councillor Musarrat Khan

**228 Membership of the Committee**

Apologies for absence were received on behalf of Councillor Khan.

**229 Minutes of previous meetings**

**RESOLVED** – That the Minutes of the Meetings held on 7 March 2017 and 27 March 2017 be approved as a correct record.

**230 Interests**

Councillor McBride declared an 'other' interest in Agenda Item 11 on the grounds that he is a Board Member of C&K Careers Ltd.

**231 Admission of the Public**

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

**232 Deputations/Petitions**

No deputations or petitions were received.

**233 Public Question Time**

No questions were asked.

**234 Member Question Time**

No questions were asked.

**235 Early Review of the 2016-17 Council General Fund Revenue Outturn**

Cabinet gave consideration to a report which considered proposals for the release of up to £9.5m revenue resources into Council financial resilience reserves as part of the 2016/2017 final accounts. It set out a number of measures as part of the 2016/2017 final accounts process that would protect the in-year use of reserves by up to £9.5m. The measures included; (i) applying recent government guidance which allowed the Council to 'capitalise' certain types of qualifying revenue expenditure that could be funded from in-year generated capital receipts (ii) that where capital expenditure was due to be funded from revenue in 2016-2017 it be substituted with borrowing instead and (iii) reviewing existing earmarked reserves requirements and any that are no longer required for specific purposes to be re-directed to financial resilience reserves.

The report explained that it was proposed that approved revenue funding of capital expenditure in 2016-2017 would be replaced with borrowing, which would release £1.8m revenue resources in-year, and that these would be transferred to financial resilience reserves at year end. It also explained that there would be a marginal increase in borrowing costs from 2017-2018 of approximately £23,000 per annum and that it was anticipated that this could be managed within the existing Council treasury management budget of £22m in 2017-2018.

Cabinet noted that, subject to approval, the recommendations contained within the report would be incorporated into the 2016/2017 final accounts process and subsequently reported as part of the 2016-2017 financial outturn report to Cabinet on 30 May 2017.

**RESOLVED -**

- 1) That approval be given to the replacement of £1.8m revenue funded capital expenditure in 2016-2017 with borrowing and associated proposals.
- 2) That approval be given to apply DCLG flexible use of 'in year' capital receipts and associated proposals.
- 3) That the year-end review of earmarked reserves requirements be noted and that the outcome be detailed within the financial outturn and rollover report to be submitted to Cabinet on 30 May 2017, and Council on 7 July 2017.
- 4) That it be noted that the Council's flexible receipts strategy, incorporating retrospective 2016-2017 approval will be incorporated into the annual medium term update report to be presented to Council at a later date.



**236 Update of the Council's Estate Management Policy for Non-operational Land and Buildings**

Cabinet received a report which set out proposals to update the Council's Estate Management Policy for non-operational land and property portfolio, which was previously approved in March 2006 and was in need of update in order to reflect current practices and the significant financial restraints facing the Council. The updated policy, appended to the considered report, was split into two documents – the Corporate Estate Management Policy and the Corporate Disposals and Acquisitions Policy to reflect the increased importance of land and property to the Council's overall asset strategy. It was noted that both of the new policies would operate alongside the Asset Transfer Policy.

**RESOLVED -**

That approval be given to the replacement of the current Estate Management Policy with the Corporate Estate Management Policy and the Corporate Disposals and Acquisitions Policy and that the implementation be authorised with immediate effect.

**237 Kirklees Partnership with National Citizen Service**

Cabinet received a report which provided information relating to the establishment of a pioneering partnership between the Council and the National Citizen Service (NCS). The report explained that the NCS sought to advance the challenges of social cohesion, social mobility and social engagement. All young people were eligible to take part in an NCS programme which typically lasted 2 to 4 weeks during holiday periods. The report advised that participation in Kirklees was not as high as in other areas, with approximately 800 people scheduled to participate in the 2017 summer programme, and that the NCS had approached the Council to consider how investment in young people in the area could be maximised. Paragraph 2 of the report set out the measures that were being taken within the Council as a result, which included the appointment of an NCS Programme Leader within Children's Services and an NCS Strategy Group to champion the development of the programme in Kirklees and ensure that the programme delivered strategic outcomes.

Cabinet noted that the NCS Senior Leadership Team had approved funding the proposed actions and would provide the Council with £65,000 of funding to support the proposed activity.

**RESOLVED -**

That the content of report and the opportunities offered by partnership with National Citizen Service be noted.

**238 Nexus In-School: Transfer of Responsibility to C&K Careers Ltd**

Cabinet received a report which sought approval for the transfer of the Nexus In-School Programme to C&K Careers Ltd. The report explained that the supported extended work placement service was offered to schools for Year 11 students who required a vocational focus and that it was proposed that the delivery of the service would be transferred from the Council to C&K Careers Ltd. This change would enable the provision to be sustained and located in an organisation that had similar models of delivery and was able to provide a wider commercial offer, thereby enabling the project to become more sustained and economically viable, with improved links to employment and training.

Cabinet noted that the proposed timescale for the transfer of the programme was as soon as practically possible in order to secure effective delivery for the 2017/2018 cohort. The transfer would impact on three members of staff transferring to C&K Careers Ltd under TUPE regulations.

**RESOLVED -**

- 1) That it be agreed that, subject to the satisfactory completion of due diligence by both parties, Kirklees Council no longer deliver the service and it be transferred to C&K Careers Ltd.
- 2) That, pursuant to (1) above, authority be granted to the Service Director (Learning and Early Support) in consultation with the Cabinet Portfolio Holder for Community Cohesion and Schools to negotiate and agree any contractual details of the proposed transfer to C&K Careers Ltd.

Contact Officer: Andrea Woodside

## **KIRKLEES COUNCIL**

### **CABINET**

**Tuesday 30th May 2017**

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

Apologies: Councillor Masood Ahmed

#### **239 Membership of the Committee**

Apologies for absence were received on behalf of Councillor Ahmed.

#### **240 Minutes of previous meetings**

##### **RESOLVED –**

That the Minutes of the Meetings held on 4 April and 2 May 2017 be approved as a correct record.

#### **241 Interests**

No interests were declared.

#### **242 Admission of the Public**

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

#### **243 Deputations/Petitions**

No deputations were received.

#### **244 Member Question Time**

No questions were asked.

**245 Review of the Council Tax Reduction Scheme 2018/19**

Cabinet gave consideration to a report which sought authority to consult on options to redesign the Council Tax Reduction Scheme for the year 2018/2019, and beyond. It was noted that the matters to be included within the scheme were set out within Schedule 12A of the Local Government Finance Act 1992. The report advised that, if the Council made a decision to revise the scheme, it must do so no later than 31 January 2018, for a scheme to have effect from 1 April 2018.

The report set out details of the options of; (i) making no major changes to the existing scheme (ii) reducing protection – a 10% scheme (iii) removing protection and having a standard 20% Council Tax Reduction Working age scheme (iv) a complete redesign and (v) general changes to the Council Tax Reduction Scheme.

Cabinet noted that the report was intended to give notice of an intention to change the Council's approach to providing a Council Tax Reduction Scheme, prior to undertaking a public consultation and the submission of a report to a future meeting of Cabinet. The proposals for consultation were set out at Appendix 1 of the considered report.

**RESOLVED**

- 1) That the options for redesign of the Council's Council Tax Reduction Scheme, as detailed within the report, be noted.
- 2) That approval be given for an 8 week Council Tax Reduction Scheme consultation process to be undertaken.
- 3) That the Service Director – Finance, IT and Transactional Services be given delegated responsibility to progress the consultation exercise and prepare the Council for any changes that may occur from the proposed options.
- 4) That a report detailing the outcome of the consultation exercise be submitted to a future meeting of Cabinet.

**246 Council Financial Outturn & Rollover Report 2016-17; incorporating General Fund Revenue, Housing Revenue Account, Capital & Treasury Management**

Cabinet received a report which set out details of the Council's 2016-2017 financial outturn position for the General Revenue Fund, Housing Revenue Account (HRA) and Capital Plan, including proposals for revenue and capital rollover from 2016-2017 to 2017-2018.

Cabinet noted that the Council's General Fund (net) Revenue budget for 2016-2017 was set at £310.8m and that there was a (net) funding transfer from reserves to a general fund during the year totalling £0.9m in 2016-2017, which resulted in a revised budget of £311.7m. The report advised that Council spend was £314.4m in

2016-2017 and that there was a reported overspend of £2.7m, equivalent to a 0.8% variance against the revised budget.

The report advised that, subject to approval, capital rollover proposals and the update of the five year capital plan would be incorporated into in-year financial monitoring in 2017-2018, and reported quarterly to Cabinet, from Quarter 1 onwards.

## **RESOLVED**

- 1) That, in terms of the General Revenue Fund, (i) the revenue outturn position for 2016-2017 be noted, (ii) the year-end position on corporate reserves, including available 'financial resilience' reserves, be noted and (iii) it be noted that regular monitoring and review of corporate reserves in 2017-2018 will be reported to Cabinet as part of the quarterly financial monitoring cycle including consideration of the potential re-direct of earmarked reserves to support deferred District Committee spend commitments.
- 2) That, in terms of the Housing Revenue Account, (i) the revenue outturn position 2016-2017 be noted, and (ii) the year end position on HRA reserves be noted.
- 3) That, in terms of Capital, (i) the Council capital outturn position 2016-2017 be noted, (ii) approval be given to £39.2m capital rollover from 2016-2017 to 2017-2018, (iii) approval be given to the revised Capital Plan for the 5 year period 2017-2022, after taking into account rollover, the re-phasing of schemes and changes to grant assumptions, and (iv) it be noted that a further review of the updated capital plan to inform the annual refresh of Council multi-year budget strategies is scheduled for submission to Council during Autumn 2017.
- 4) That the review of treasury management activity 2016-2017, as set out in Appendix A of the considered report, be noted.
- 5) That Officers be asked to note Cabinet's concerns regarding the potential for expenditure late on in the financial year.

## **247 Update on the Kirklees Local Plan and the Community Infrastructure Levy**

Cabinet received a report which provided an update on the progress of the Local Plan and Community Infrastructure Levy. The report advised that both documents had now been examined by an Independent Planning Inspector, appointed by the Secretary of State, and it set out a summary of outcomes of the publication consultation and the process of submission and examination.

Cabinet noted that the timetable for the Local Plan was set out within the existing Local Development Scheme, with the Examination set out for April to November 2017 and the adoption of the plan in early 2018.

Appendix 1 of the considered report set out details of the process of preparing the Local Plan. The report advised that the Planning Inspector was likely to identify a series of main matters, issues and questions which would provide the main context

of the Examination and initially seek written representations. Following this, the Council would advertise the arrangements for hearings for a six week period prior to the hearings commencing.

**RESOLVED**

- 1) That the update and progress on the Local Plan and Community Infrastructure Levy (Draft Charging Schedule) be noted.
- 2) That authority be delegated to the Strategic Director (Economy and Infrastructure) to update the Local Plan timetable on a regular basis throughout its Examination in Public, via the Council's website.
- 3) That authority be delegated to the Strategic Director (Economy and Infrastructure), in consultation with the relevant Cabinet Member/s, to prepare and agree a schedule of proposed main modifications (related to matters discussed at examination hearings) for a six week public consultation, if required by the Planning Inspector, in accordance with the Council's statement of community involvement, and other minor modifications as may be necessary to make the plan sound or comply with other legal requirements.

**248 Quarter 4 Corporate Performance Report 2016/17**

Cabinet received a report which provided an overview of the Council's corporate performance at the end of Quarter 4, 2016/2017. The report provided an update on progress on the outcomes and an overview of performance, risk, and the New Council programme.

The report highlighted a number of key points, which included; (i) the launch of the 2017-2020 Kirklees Hate Crime Strategy (ii) the completion of 93% of major planning applications within agreed timescales (against a target of 70%), and (iii) the Stronger Families Programme exceeding the engagement target, with the engagement of 1055 families.

A copy of the Quarter (4) Executive Team Corporate Performance Report (January to March 2017) was provided as an Appendix to the considered report.

**RESOLVED**

That the Quarter 2 Corporate Performance Report 2016-2017 be received and noted.

**249 Leeds' Bid to be European Capital of Culture in 2023**

Cabinet received a report which sought approval for the Council to provide a letter of support to Leeds City Council in relation to their bid to be European Capital of Culture 2023.

The report advised that the bid would be submitted at the end of October 2017 and that a successful bid would be considered as a major opportunity for the wider

## **Cabinet - 30 May 2017**

region to boost cultural, social and economic development, and develop and create more jobs and skills within creative industry, as well as promoting pride and well-being.

Cabinet noted that the decision regarding the European Capital of Culture 2023 would be announced during Autumn 2018 and that the benefits of winning would provide the attraction of major national funding and events to the region, boost tourism, and raise the profile of Leeds and the wider region as a major European City.

### **RESOLVED**

- 1) That support be given to Leeds' bid to be European Capital of Culture 2023 by the provision of a letter of support to be included within the bid.
- 2) That the involvement of cultural organisations from Kirklees in the bid be encouraged and that the potential benefits from employment and skills development opportunities, and access to initiatives, be noted.
- 3) That, should Leeds be successful, the potential call on regional funds to invest in the delivery of the bid be noted.

## **250 Ward Budgets 2017/18**

Cabinet gave consideration to a report which sought approval for the criteria of ward budgets in 2017-2018, whereby each ward was allocated £10,000 to spend in 2017/2018. The proposed criteria for the allocation of monies, and the use of outstanding New Homes Bonus resources was set out within Appendices 1 and 2 of the considered report.

Cabinet noted that the criteria proposed supported the overall delivery of Council priorities and were intended to increase Ward Councillor responsibility in terms of devolved resources and maximising the use of local community skills, assets and resources to make communities thrive.

### **RESOLVED**

- 1) That approval be given to the proposed new criteria in respect of ward budgets, and New Homes Bonus, as set out in Appendices 1 and 2 of the considered report, and that a proportionate governance process be developed in consultation with the Head of Audit and Risk.
- 2) That the following sentence to be deleted from Appendix 1, Paragraph 1.1 'Any money not committed by that time, or fully expended by 31 March 2018 will return to corporate funds.'

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Contact Officer: Alaina McGlade

## KIRKLEES COUNCIL

### APPEALS PANEL - EDUCATION SCHOOL TRANSPORT

**Tuesday 25th April 2017**

Present: Councillor Bill Armer (Chair)  
Councillor Gwen Lowe  
Councillor Hilary Richards

#### **1 Minutes of Previous Meeting**

That the Minutes of the meeting held on 14 March 2017 be approved as a correct record.

#### **2 Interests**

No interests were declared.

#### **3 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.

#### **4 School Transport appeal (BO)**

(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**

**Friday 21st April 2017**

Present: Councillor Hilary Richards (Chair)  
Councillor Carole Pattison  
Councillor Kath Pinnock  
Councillor John Taylor  
Councillor Linda Wilkinson

Apologies: Councillor Julie Stewart-Turner

#### **1 Membership of the Committee**

Apologies for absence were received on behalf of Councillor Stewart-Turner.

#### **2 Minutes of Previous Meeting**

**RESOLVED** – That the Minutes of the meeting held on 10 March 2017 be approved as a correct record subject to the amendment of (i) Minute No. 1 to reflect that apologies for absence had been submitted on behalf of Councillor Pattison and (ii) Minute No. 7, Resolution (2) to read that the report be submitted to Council on 22 March 2017.

#### **3 Interests**

No interests were declared.

#### **4 Admission of the Public**

It was noted that Agenda Items 10 and 11 would be considered in private session. (Minute No's 10 and 11 refer)

#### **5 Deputations/Petitions**

None received.

#### **6 Public Question Time**

No questions were asked.

**7 Annual Report of Internal Audit - 2016/2017**

The Committee received a report which provided information regarding Internal Audit Activity, and conclusions on the control environment and assurance provided in 2016/2017. The information related to activity in the year up to 31 March 2017 and provided an opinion on the adequacy and effectiveness of the Council's framework of governance, risk management and control. It also set out information relating to compliance with the requirements of Public Sector Audit Standards, and also detailed audit priorities for 2017/2018.

The Committee noted that there was sufficient evidence to demonstrate that the Council's internal control was effective and that the proportion of audit work resulting in an assessment of at least adequate assurance was 81%. 17% had provided limited assurance, and the cases of no assurance (2%) related to schools and operational units. Discussion took place regarding financial governance within schools and the associated accountability.

The report advised that, although there were weaknesses in some systems of control, the overall framework of the Council's business and financial systems, processes, controls, management of assets, governance arrangements, and risk management, remained sound. It was concluded that the Council had an adequate and effective control environment.

**RESOLVED -**

(1) That the report be received and that it be noted that the Committee is content with the effectiveness of the internal audit function, the broader control environment, risk management and governance arrangements of the Council, and conformance with Public Sector Internal Audit Standards.

(2) That the requirement for the external evaluation of Internal Audit to be undertaken in 2017/2018 be noted and that a report be submitted to a future meeting regarding the proposed arrangements.

**8 Outside Bodies Update**

The Committee received a report which provided an update on Outside Body representation that had occurred since 22 April 2016. The report advised that on 17 November 2016, Joanne Alvy had been re-appointed as the Council's representative to Holly Bank Trust by the Batley and Spen District Committee.

**RESOLVED -** That the update on representation of Outside Bodies be noted.

**9 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.

**10 Quarterly Report of Internal Audit**

(Exempt information within Part 1 of Schedule 21A of the Local Government Act 1972, namely 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.)

The Committee received the quarterly report of Internal Audit, relating to Quarter 4; January 2017 to March 2017. Pursuant to Minute No 9 of the previous meeting, information was also received in relation to health and safety governance and monitoring. Arising from discussion on the content of the report, it was requested that the Head of Audit and Risk be requested to submit a report on the Council's framework of assurance to a future meeting.

(1) That the Internal Audit Quarter 4 (2016/2017) be received and noted.

(2) That the Head of Audit and Risk be requested to submit a report on the Council's overall framework of assurance to a future meeting of the Committee.

**11 Annual Governance Statement**

(Exempt information within Part 1 of Schedule 21A of the Local Government Act 1972, namely 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.)

The Committee received, and were asked to note, the 2016/2017 draft Annual Governance Statement.

**RESOLVED** - That the draft Annual Governance Statement 2016/2017 be received and noted.

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Contact Officer: Alaina McGlade

## **KIRKLEES COUNCIL**

### **CORPORATE PARENTING BOARD**

**Monday 24th April 2017**

Present: Councillor Erin Hill (Chair)  
Councillor Karen Allison  
Councillor Andrew Marchington  
Councillor Fazila Fadia  
Gill Ellis, Interim Strategic Director for Children & Young People  
Anne Coyle, Service Director for Family Support & Child Protection  
Martin Green, Deputy Assistant Director  
Steve Collins, Calderdale & Kirklees Careers  
Janet Tolley, Virtual School Headteacher

Apologies: Councillor Gemma Wilson  
Julie Mepham, Head of Corporate Parenting  
Jo-Anne Sanders, Acting Assistant Director for Learning & Skills  
Andrew Carden, Integrated Children's Service Manager  
Marion Gray, Learning & Organisational Development Manager  
Rachel Spencer-Henshall, Director of Public Health

In attendance: Rob Finney, Interim Fostering Team Manager  
Sue Griggs, Performance Lead for Children & Young People  
Alaina McGlade, Governance & Democratic Engagement Officer

#### **1 Introductions and Apologies**

Apologies for absence were received on behalf of Councillor Gemma Wilson, Julie Mepham, Head of Corporate Parenting, Jo-Anne Sanders, Acting Assistant Director for Learning & Skills, Andrew Carden, Integrated Children's Service Manager, Marion Gray, Learning & Organisational Development Manager and Rachel Spencer-Henshall, Director of Public Health.

#### **2 Minutes of previous meeting**

That the minutes of the meeting held on 20 February 2017 be approved as a correct record subject to the amendment of Minute 9 from '...and attendance at only one High School.' to '...and a single social worker.'

**3 Interests**

No interests were declared.

**4 Admission of the Public**

The Panel considered the question of the admission of the public and determined that all items would be considered in public.

**5 Deputations/Petitions**

No deputations or petitions were received.

**6 Public Question Time**

No questions were received.

**7 Feedback - Young People Event**

The Chair advised that a number of Board Members had attended an informal event at the University where feedback had been sought from a number of young people.

Everyone in attendance at the event agreed it had been extremely beneficial and that these informal meetings should continue in order to provide consistent feedback to the young people on suggestions they raise. It was outlined that honest communication was required when liaising with young people so as to maintain meaningful feedback sessions whilst not raising unrealistic expectations.

Board Members outlined that the way in which the outcomes of young people would be improved as a result of the access to the facilities that will be created through the amended use of the old registrar's office, needed to be demonstrated clearly. It was explained that a number of benefits from these facilities will relate directly to the recommendations contained within the improvement plan.

The Board also agreed that regular informal events with young people should be arranged for the forthcoming municipal year and that these events should assist to create a consistent feedback mechanism between the Board and young people.

**RESOLVED -**

That an update on the progress made at the old register office site be considered at a meeting of the Board in the new municipal year.

**8 Commissioner's Report - Preparation for Independence**

**RESOLVED -**

That this item be deferred to the first meeting of the Board in the new municipal year.



## 9 Adoption Regionalisation Update

The Board was advised that since 2015, Kirklees has been part of an early adopter scheme with Local Authorities in the Yorkshire and Humber Adoption Consortium to consider how high quality adoption services could be offered on a regional or sub-regional basis.

It was explained that this has progressed and between September 2016 and December 2016, Cabinet approval was given in all 5 West Yorkshire Local Authorities to establish a sub-regional Adoption Agency, named as One Adoption Agency, with Leeds City Council acting as the host for this agency.

Anne Coyle, Service Director for Family Support & Child Protection explained that all five Local Authorities have worked together to ensure that staff in all 5 Local Authorities were fully consulted; there was engagement with the relevant Unisons; consultation with adopters and adopted children and young people and discussions regarding IT; Finance, HR matters, Information Sharing and Performance Data. It was also explained that there had been engagement with Adoption Matters and Barnardos as representatives of the Voluntary Adoption Agencies in the region.

It was advised that the One Adoption Agency came into effect and for Kirklees on 1 April 2017 and that this would mean:

- All prospective adopters that reside in the Kirklees area will be assessed, approved and supported by the One Adoption Agency;
- Adoption Support to adopters, children and birth families will be provided by the One Adoption Agency;
- Family Finding for all children who have a plan for adoption is being carried out by the One Adoption Agency;
- Kirklees Children's Services remains responsible for all of the looked after children who have a plan for adoption until an Adoption Order is made;
- Kirklees Children's Services remains responsible for the performance against the Adoption Score Card and Ofsted will continue to assess performance against the Score Card.

The Board was advised that there would be a period of transition as staff in the 5 Local Authorities move to new work bases and whilst they take on a new role and put new practices in place.

In terms of Kirklees staff, the vast majority were given their first preference in terms of work base and role and a significant number of Social Workers and Managers from Kirklees had been retained and were now part of One Adoption, based at Riverbank. It was explained that there were many benefits to be gained from this, in relation to continuity and working relationships with staff in Children's Services.

## Corporate Parenting Board - 24 April 2017

It was highlighted that this was the first sub-regional Adoption Agency to come into place nationally.

Cllr Marchington questioned how the current adoption panels that include Members would integrate into the new system. Cllr Hill advised that it was her understanding that involvement of Members at a local level was to be retained.

The Board outlined that regular updates on the progress made in this area were important to enable the Board to monitor its effectiveness.

### **RESOLVED -**

(1) That the update be received, with thanks to Anne.

(2) A further update be considered by the Board in 3 months' time.

## **10 Performance Report**

The Board considered a report that was tabled at the meeting, which provided an end of year summary with an overview of all the agreed indicators that monitor the performance relevant for the Corporate Parenting Board. It was advised that there were 63 indicators in total.

The Board agreed that any questions or issue arising from the performance information within the report should be considered at the next meeting due to the Board being unable to consider the detailed information in the report within the time allowed for the item.

### **RESOLVED –**

That the content of the report be noted, with thanks to Sue and that a detailed discussion on the information take place at the next meeting of the Board.

## **11 Fostering Agency Report**

Rob Finney, Interim Fostering Team Manager advised the Board that as of the end of March 2017, the council had 683 Looked After Children. It was explained that the fostering service currently looks after 298 of these children and young people. Of these, 90 were placed with connected (friends and family) carers and 217 with mainstream (recruited) carers.

It was also advised that 188 young people were placed with external Independent Fostering Agencies and it was explained that there is an additional cost to placing with external agencies. Therefore, a successful recruitment and retention strategy was one of the key development areas for the service in order to significantly increase the number of carers available to the fostering service.

It was explained that the current fostering development plan is focused on three main areas of practice:

- Business planning
- Compliance
- Quality Assurance

Rob explained that it was currently taking 9 months to complete the adoption process but that by reducing the current 2 stage process down to a single stage, it was envisaged that this timeframe could be reduced to 4 months.

Gill Ellis, Interim Strategic Director for Children & Young People advised that neighbouring authorities had advised that a reduction in paperwork for foster carers had helped reduce timescales also.

Rob advised that a good number of enquiries were received but that the current recruitment strategies were not as effective as they could be. He explained that a response to each initial enquiry needed to be made within 72 hours and that marketing strategies were required to be implemented in order to sell the advantages of fostering for the Local Authority.

Rob also advised that work was ongoing to re-establish a positive working relationship with the Kirklees Fostering Network and include them within the programme of induction and training.

Rob advised that a quality assurance framework was in place and that a business plan had been developed. The aim of the business plan was to add an additional 63 carers to the Local Authority's team within the next three years. He explained that additional foster carers in the system would enable expensive residential places appropriately. Anne explained that transferring residential children to fostering placements is a complex process and that the Board may benefit from a presentation explaining the process. The Board agreed that it would be beneficial to receive a presentation that assisted them to understand the operational processes.

**RESOLVED -**

- (1) That the update be noted, with thanks to Rob.
- (2) A presentation explaining the operational processes relating to the transfer of placements be arranged for a meeting of the Board in the new municipal year.

**12 Corporate Parenting Board Agenda Plan**

The Board considered its agenda plan for future meetings and noted the change in time and venue for the next meeting.

**RESOLVED -**

That the agenda items for the last meeting of the Board be noted and agreed.

**13 Dates of Future Meetings**

The Board noted the date of the last meeting of the Board for the 2016/17 municipal year.

**RESOLVED -**

That the next meeting of the Board be held on 15 May 2017 at 10am in Huddersfield Town Hall.

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Contact Officer: Susan Ginty, Email: susan.ginty@kirklees.gov.uk, Tel: 01484 221000

## **KIRKLEES COUNCIL**

### **DISTRICT COMMITTEE - BATLEY AND SPEN**

**Thursday 16th March 2017**

Present: Councillor Gwen Lowe (Chair)  
Councillors M Akhtar, F Fadia, M Grainger-Mead, D Hall,  
V Kendrick, J Lawson, R Light, M O'Neill, A Palfreeman,  
S Pandor, A Pinnock, K Pinnock and D Sheard

Apologies: L Holmes, E Smaje and A Stublely

#### **1 Welcomes and Introductions**

The Chair welcomed everyone to the meeting and Committee members introduced themselves.

#### **2 Minutes of previous meeting**

**RESOLVED** – That the Minutes of the meeting of the Committee held on 7 February 2017 be approved as a correct record.

Councillors were asked to note that Mental Health First Aid Training approved at the meeting on 7 February was being tendered.

#### **3 Interests**

Councillor Gwen Lowe declared an 'Other' interest in item 9 budget report, reports 2 and 3, as Vice Chair of The Friends of Staincliffe Park.

#### **4 Admission of the public**

It was agreed that all items be discussed in public session.

The Chair advised that photographs would be taken during the presentations and asked if anyone had any objection to make that known.

**5 Deputations / Petitions**

There were no deputations or petitions received.

**6 Public Question Time**

Mr Peter Jackson asked if there might be a change to the district committee's allocation of funding to wards/areas in the new municipal year?

The Chair responded that funding would be considered in planning arrangements for the new Municipal year.

**7 Committee Budget Report**

The remaining district committee budgets were highlighted and the committee considered grant applications and proposals for expenditure.

Cllr Lowe vacated the Chair for reports 2 and 3 and left the meeting while report 2 (Staincliffe Park Christmas Lights) was under consideration. Cllr Kendrick chaired.

**RESOLVED:**

**Revenue Approved:**

**£3,190** Grant - Mount Cricket Club - ground and coaching improvements.  
The Club celebrates its 40<sup>th</sup> anniversary this year. It offers cricket for girls and children with disabilities. Two years ago the group represented Yorkshire in Rome. The activities and voluntary contribution was noted.

**£3,500** Grant - Friends of Staincliffe Park - Staincliffe Park Christmas lights.  
The Chair of the Friends group described the events run by the group and interest in expanding engagement and activities.

**£1,748** Grant - Spark Skills - Youth Horizon Project.

**£1,995** Grant - Batley Community Alliance - community garden in Batley Memorial Gardens.  
This would be developed on land adjacent to Batley Baths. The design would be wheelchair friendly.

**£1,000** Grant - East Bierley Preservation Society - East Bierley Christmas lights.  
Up to 1000 people attended the previous Christmas lights switch on. Funding was matched by independent fundraising and new people were getting involved.

**£4,483** - Improving economic vibrancy in Birstall, Birkenshaw and East Bierley  
The project supported communities to help themselves. Grants criteria was to be brought back to the committee along with details of projects developed.

## District Committee - Batley and Spen - 16 March 2017

**£2,320** Grant - Liversedge Football Club – for an access options analysis with recommendation to the group that the feasibility study should include an analysis of land ownerships for any potential access routes that are considered as part of the study.

The access prevented improvements to the facilities and reduced the potential for drawing in external funding. The expertise of consultants was required to advise the club on the options available so that the club could meet conditions imposed by the league.

**£10,674** Grant – Fearless People – Heckmondwike activity programme.

The Chair of the group described how this programme involved the community stepping up. The three events were designed to become self-sustaining and offered opportunities for footfall for businesses, bringing communities together and increased community pride.

### Capital Approved:

**£5,000** - Repairs to Batley Bats monument.

**£4,708** - Improving economic vibrancy in Birstall, Birkenshaw and East Bierley.

**£5,000** Grant - 1<sup>st</sup> Spen Valley Scout Group Birkenshaw – provision of accessible toilets.

The committee noted the contributions in kind and fundraising to meet the wider overall cost of the project.

**£7,000** Grant – PCC St Paul’s Church - Birkenshaw village clock repairs.

The committee noted that the clock is in ownership of the villagers of Birkenshaw and that a specialist firm was required to carry out the repairs.

### New Homes Bonus Approved:

**£15,000** - Try It Like It physical activity development programme.

**£5,000** Grant - Kirklees Dementia Action Alliance – for a Dementia Friendly Community event. Information on expenditure of a previous award is to be received along with breakdown/clarification of costs for the community event, prior to release of funding.

**£19,890** - Refurbishment of theatre seating at Cleckheaton Town Hall, subject to consultation with Chief Executive.

The committee noted that the Town Hall was well used. It had been established that the seats could be refurbished at a much lower cost of £19,890 rather than replaced at a cost of £38,359. The committee approved refurbishment subject to the sign off process for New Homes Bonus being clarified with Jackie Gedman.

**£52,626** - Dual purpose track for mountain biking and cross country running at Oakwell Hall, Birstall (phase 1).

It was suggested that measures were taken to ensure that off road cycling did not become a nuisance and that different users didn't clash.

**8 Chairs Overview 2016-2017**

The Chair Cllr Lowe, summarised district committee activity over the last municipal year. Through the meetings in public, speakers had raised awareness and understanding of a wide range of matters including:

- (a) The ongoing work to tackle poverty in Kirklees and the district
- (b) The programme of Estate and Environmental Works improvements in our district, funded through the housing revenue account
- (c) Activity to create Dementia Friendly Communities. The training session at the meeting created additional Dementia Friends
- (d) Comoodle - sharing stuff, space and skills
- (e) West Yorkshire Joint Services highlighted scams & frauds and how to avoid becoming victims
- (f) The Community Safety Partnership Plan, cohesion and victim support services
- (g) Mid Yorkshire Hospital Trust changes to Maternity and Children's Services
- (h) Kirklees Active Leisure and the Sports and Physical Activity Development Team offer to improve health and wellbeing
- (i) service standards to parks and the work of Natural Kirklees

The committee had addressed issues in further detail and facilitated progress on developing:

- A Money Matters event - to assist people in maximising household income and making savings
- A North Kirklees Apprenticeship/Careers event
- Mental Health First Aid Training - helping 'front line staff' to spot the signs of mental ill health and signpost people to support
- a response to the Joint Strategic Assessment of health and wellbeing in the district
- Work with, and involving and celebrating young people

The Chair outlined the amount of funding allocated and number of projects grant funded or commissioned over the year (33 including those on the agenda) in the district. All the volunteers involved in Batley and Spen community projects were thanked for their commitment which was highly valued by the committee. All the attendees of district committee meetings were also thanked for their valuable contributions over the year.



## District Committee - Batley and Spen - 16 March 2017

Five 'You and Your Community' events had been held across the district, which had enabled groups to deliver 39 projects. A small amount of funding (£2,000 per ward) had led to lots of small scale activities and 'spin off' benefits.

All the volunteers involved in Batley and Spen community projects were thanked for their commitment which was highly valued by the committee. All the attendees of district committee meetings were also thanked for their valuable contributions over the year.

### 9 Celebrating Community Activities in Batley and Spen

Several community group representatives highlighted their community projects, funded by the district committee, and described the positive impacts the projects had made:

Cleckheaton Folk Festival Organisation – Folk Festival  
Spenborough Chamber of Trade – Cleckheaton Christmas Lights  
East Bierley Community Sports Association- Development of East Bierley Playing Fields

Batley Business Association - Batley Vintage Day

Batley Cricket Club - Bowling machine

Roberttown Women's Institute Defibrillator - (You and Your Community funding)

Spen Valley Civic Society – Luddite Trail

A representative of the Youth Council also described the activity of the youth Councillors in Batley and Spen over the last year.

**RESOLVED** - Community groups were thanked for their updates and for their commitment to delivering community activities. The work of all the volunteers across the district in all capacities was commended.

### 10 Dates of future meetings

The Chair thanked everyone for attending the last scheduled meeting of the municipal year.

Kirklees website, Batley and Spen District Committee on Facebook, or local press should be checked for updates.

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**KIRKLEES COUNCIL**

**DISTRICT COMMITTEE - DEWSBURY AND MIRFIELD**

**Tuesday 11th April 2017**

Present: Councillor Nosheen Dad (Chair)  
Councillors D O'Donovan, M Ahmed, M Bolt, E Firth,  
M Hussain, P Kane, V Lees-Hamilton, C Scott, K Taylor  
and M Pervaiz

Apologies: G Asif

In attendance: Approximately 20 members of the public in attendance.

**1 Welcomes and Introductions**

The Chair welcomed everyone to the meeting and the councillors introduced themselves. Apologies for absence were noted on behalf of Councillor Gulfam Asif.

**2 Minutes of previous meeting**

**RESOLVED** – That the Minutes of the meeting of the Committee held on 23<sup>rd</sup> February 2017 were approved as an accurate record.

The meeting was advised that the Council's Physical Resources and Procurement service had confirmed the old police box on Webster Hill is Council owned. Mr Richardson had been advised of this and had been asked what his group want to do with the building. The Council had offered to transfer the ownership of the building over to Mr Richardson and his group, and they had also been advised they could seek a discretionary grant from the District Committee to have some works carried out to the building.

In relation to the missing half of the Highways sign for the double mini roundabout on the B6409 on Savile Road, a replacement sign has been ordered by Highways and is expected to be in place in the next two to three weeks.

A member of the public had raised concerns about a range of Highways issues on Nab Lane, Mirfield. These had been directed to Jason Moore, a Civil Enforcement officer in Parking with the Council, and to Karen North in Safety and Community Projects, Streetscene and Housing. A meeting has been organised between the bus operator and the school.

**3 Interests**

Councillors Cathy Scott and Paul Kane submitted declaration of interest forms in relation to agenda item eight; Committee Budget Report, and for the Chickenley Community Centre application for New Homes Bonus grant funding.

**4 Admission of the public**

Agreed – That all items be considered in public session.

**5 Key Health and Wellbeing Issues for Dewsbury and Mirfield**

Helen Bewsher, a Senior Manager in Public Health Intelligence made a presentation summarising local health inequalities as well as needs and assets described in the latest Kirklees Joint Strategic Assessment.

Helen explained the new Joint Strategic Assessment has a very different focus now. It is web-based and most sections will be updated at approximately two year intervals. The new format makes better use of infographics to get messages across simply and clearly.

Helen showed the key website pages, and the headings under which the information can be accessed, which mirror the life course of a person.

There are some key messages in the 'starting well' section; Dewsbury and Mirfield has lower rates of breastfeeding than across Kirklees as a whole. Infant Mortality rates have been generally declining over the longer term, although there has been a slight increase in the last three years. This will be monitored closely.

Children from poorer families are less likely to be 'school ready' and less likely to achieve 5+ GCSEs than children from better off families. 1 in 10 fourteen year olds say they are carers.

The Living Well section covers those aged eighteen to sixty four. Less than half of this adult population are a healthy weight, with 1 in 4 people being obese. 1 in 3 adults report mental health problems such as anxiety and depression. 1 in 3 has long term health conditions.

Smoking rates are much higher in deprived areas, with twenty four per cent smoking in Dewsbury West as opposed to twelve per cent in Mirfield.

For those aged sixty five and over, almost one in 2 have long term health conditions. One in twenty reports being lonely all or most of the time. 1 in 3 has a mobility issue, and 1 in 3 has had a fall in the last twelve months.

Overall, 1 in 4 advise they frequently worry about money.

## District Committee - Dewsbury and Mirfield - 11 April 2017

Helen discussed the importance of understanding about the assets in the community. These include anything that helps the ability of individuals, families and communities to maintain and improve their health and wellbeing. It would include such things as skills, networks, connections, places, services, and ways of working.

Some mapping has been done of Dewsbury and Mirfield assets, but there is a need for ongoing input and additional local intelligence to be fed in from local residents and workers.

The key challenge is to build on, support and make connections between existing and emerging communities including schools as community hubs, networks that enable people to connect with other people, and to support people. Also important are initiatives which contribute to healthy ageing, that enable people to maximise income and manage money more effectively, as well as encouraging people to become more physically active.

A number of questions were put to Helen and suggestions for additional assets to be included, such as the District Committee funding one hundred and twenty eight residents and workers from across the District to go through Mental Health First Aid Training.

The Kirklees Joint Assessment can be found at:

<http://observatory.kirklees.gov.uk/jsna>

**RESOLVED** – To thank Helen for her excellent and informative presentation.

### 6 Update on Business Rates following the 2017 Revaluation

Jacqui Wilson, Senior Manager, Welfare and Exchequer Services gave a presentation highlighting business rates information following the revaluation effective from 1<sup>st</sup> April 2017.

Jacqui advised that as a result of the revaluation 7 out of 10 businesses on average would receive a reduction in or no change on their rate bill. There is a transitional relief scheme to phase in and limit both increases and decreases in bills.

There is one hundred per cent relief available for any property with a rateable value of £12,000 or less. There is a sliding scale of relief for properties valued between £12,000 and £15,000. Businesses in a property with a rateable value of less than £51,000 will have their bill calculated using a lower multiplier of 46.6pence.

Reliefs are also available to charities and community amateur sports clubs. There is rural rates relief and for unoccupied properties with a rateable value of less than £2,900.

No business losing small business rate relief will see their bill increase in 2017/18 by more than £600 for the year. A £ 300 million hardship fund was made available to local councils to offer discretionary relief for hard-hit cases. In 2017/18 there are 15,

536 rateable properties in Kirklees, and seventy five per cent of these have a rateable value less than £12,000.

**RESOLVED:** - To thank Jacqui for her helpful and informative presentation.

**7 Try It, Like It, Do It- Dewsbury and Mirfield**

Claire Howe and Andy Cook from the Sport and Physical Activity Development Team gave an update on progress in developing and delivering the Try It, Like It, Do It, Dewsbury and Mirfield scheme, which received £15,000 funding from the District Committee at the 23<sup>rd</sup> February meeting.

The aim of the scheme is to encourage and support inactive children, young people and adults to become active. It aims to remove barriers to being active; cost, confidence, support, time and image.

The team has been mapping and making contact with potential providing clubs and groups across the four wards. Activities on offer will include walking, jogging, cycling, dance, racquet sports, martial arts, bowling, football, rugby and cricket.

Promotion will take place through Kirklees website, social media, local networks, flyers, and a printed calendar leaflet. There will be two launch events; in Mirfield, outside the library on Saturday 6<sup>th</sup> May 12 midday until 3pm, and then on Saturday 13<sup>th</sup> May 11am-2pm outside Dewsbury Town Hall. The Flame Event in Dewsbury will be the close of the project.

**RESOLVED:-** To thank Claire and Andy for their presentation and for their work in developing and delivering the initiative.

**8 Committee Budget Report**

The current balances on the District Committee devolved budgets were highlighted. The Committee considered applications for funding and

**RESOLVED** that budget expenditure be approved as follows :

1. £3,500 revenue to Paddock Community Trust to establish a 'Back to Work Hub' in the centre of Dewsbury.
2. £1,639 to the Happy Memories Dementia Support Group to pay for a day trip for carers.
3. £27,200 New Homes Bonus funding to Physical Resources and Procurement to pay for surfacing to sections of the Kirklees Way between Hanging Heaton and Caulms Wood.
4. £20,000 New Homes Bonus to Chickenley Community Centre towards the cost of resurfacing the car park area outside the centre, and creating an

## District Committee - Dewsbury and Mirfield - 11 April 2017

additional fifteen car park spaces. This approval is subject to the completion of the asset transfer of the community centre from the Council to Chickenley Community Centre, and to any necessary Planning or other permissions for the works involved. Councillors C Scott and P Kane, having submitted a declaration of interest form, left the meeting during the discussion and decision on this application.

5. £2,500 to AMP Awards to develop and deliver a three hour music festival in Dewsbury Town Centre.
6. £5,720 to Eastborough Well Women Group to refurbish and equip the first floor of the Eastborough Community House to enable the running of additional training classes.
7. £5,000 to Ebenezer Methodist Chapel towards the costs of restoration of the church organ.
8. £2,000 revenue to Earlsheaton Parents and Friends Association towards the costs of cleaning up the parking area opposite the school on Commercial Street. This approval is subject to agreement between the Council and the school on the use of the piece of land.
9. £2,780 revenue to Bramwell Sports Development Team to run a two hour long Saturday night girls' group at School Croft Tenants and Residents Association building each Saturday for a pilot period of six months.
10. £10,350 capital and £2,520 revenue to Scout Hill Action Group towards the costs of equipping /Dunroamin', Ravens Lodge Terrace, Scout Hill as the base for the action group, and to start delivering a range of community activities.
11. £17,500 capital or £17,500 New Homes Bonus to the Parish Council of Mirfield Team Parish towards the provision of a disabled toilet and store at St Mary's Community Centre on Church Lane, Mirfield. Agreed that an Expression of Interest would have to be submitted to the Director of Place and the amount to be granted and the source of funding would depend upon whether the application meets New Homes Bonus criteria.
12. £3,000 or £11,000 revenue to Mirfield Playground Project towards the costs of upgrading the play area at Mirfield Memorial park. Agreed the amount of funding would be determined following a discussion with the applicant group to determine their funding requirements.

## 9 Deputations / Petitions

No deputations or petitions were received.

**10 Public Question Time**

No questions were received.

**11 Dates of future meetings**

No future dates have been set.



Contact Officer: Cheryl Reid, Email: cheryl.reid@kirklees.gov.uk, Tel: 01484 221000

## **KIRKLEES COUNCIL**

### **DISTRICT COMMITTEE - HUDDERSFIELD**

**Tuesday 21st March 2017**

Present: Councillor Sheikh Ullah (Chair)  
Councillors J Homewood, J Hughes, M Kaushik, M Khan,  
P McBride, B McGuin, C Pattison, A U Pinnock,  
M Sokhal, J Stewart-Turner and L Wilkinson

Apologies: N Mather, K Allison, C Burke, J Calvert, A Cooper, E Hill,  
M Sarwar and G Wilson

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**

Questions were raised by Bob Mortimer again on the same issues, the Chair advised he contacts the relevant officer again if he is requiring further information to what they have already provided to him.

**RESOLVED** – That the minutes of the meeting of the Committee held on 14 February 2017 were approved as a correct record.

**3 Interests**

Councillor Pinnock declared an interest in Agenda item 9, as she is a Board Member of Ashbrow Partnering Together and Local Services 2 You which has two grants being considered under the Committee budget 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 Service Standards for Parks and Open Spaces and Natural Kirklees**

Rob Dalby presented the report to the Committee on the service standards for 2017/18.

## District Committee - Huddersfield - 21 March 2017

Ruth Dodds is Huddersfield's Volunteer Co-ordinator appointed to work with existing groups and help create new ones where needed. Ruth can support groups with setting up and planning projects, site management plans, fundraising, training, publicity and health and safety.

The Committee received an informative presentation from the volunteer co-ordinator on their role in supporting communities and the work of the Council with Natural Kirklees. A range of support and expertise is available to community groups from the network such as free insurance and hand tools available to borrow from the shed at Beaumont Park via the website.

**RESOLVED** - The report setting out the service standards for parks and open spaces in the Huddersfield district for 2017-18 was noted.

### 7 **Round Up - District Committee Activity in 2016/17**

The Chair gave an update on the work of the District Committee over 2016 – 17.

The Chair emphasised the important contribution the District Committee makes in making improvements across the Huddersfield district. The Chair along with his 20 colleagues across the 7 wards have worked in partnership with a number of Council services, Community Groups and Partner Organisations to support some essential programmes of work which have helped deliver on shared committee priorities and those of the Council. Such as:

- The future of our town centre
- Tackling poverty
- Comoodle and the Sharing Economy
- Communities doing more for themselves and each other
- Health and Wellbeing
- Schools as Community Hubs
- Community Safety, Victim Support and Cohesion
- Managing our green spaces

Over 15 local Community Groups across the 7 wards have also received grant funding to help them deliver a range of grass roots activities such as:

- Tackling social isolation
- Bringing communities together
- Environmental improvements to parks and open spaces
- Improving Community Buildings
- Community learning opportunities
- Village events
- Social activities

This has resulted in approximately, £43k being awarded from the District Committee during 2016/17, resulting in a minimum of 12,371 volunteer hours and volunteer match totalling £143k demonstrating excellent value for money.

**RESOLVED** – The Chair thanked his Committee colleagues, the Area and Neighbourhood Co-ordinator, local partners and community groups for their important contribution and improvements made across the district, town centre, wards and neighbourhoods.

## 8 Huddersfield Town Centre Activities

The Committee received an informative update on the town centre programme of activities funded by the District Committee by Jayne Pearson from Investment and Regeneration.

7 activities were funded by the District Committee totalling £53k which are designed to talk up the town and increase footfall. Two projects have commenced these are:-

- **People Poets** – Huddersfield Literature Festival promoted local Poets work in the window of the old BHS providing animation to the town. A poetry trail across the town centre via the shops was also undertaken.
- **Markets Campaign** – delivery of an open air market which will increase Sunday trading located on New Street consisting of 40 stalls and food concessions promoting Huddersfield is open for business on Sundays.

The other 5 activities are currently being planned these include:

- **Streets of colour** – could be in paint, chalk or textiles transforming the streets of the town through colour creating places for conversation and connection
- **Celebrate Huddersfield** – through the Students Union at Huddersfield University, Student engagement with the local community will commence by promoting awareness of local shops especially the independent sector. A local map of the town will be created to ensure students are integrated into the town
- **What's On** – a range of branded media will be used to get the message out of what is happening in the town A number of questions followed, which the officer responded to.
- **Making Space** (based in the Media Centre) – space will be made available so people can exchange skills, develop and support ideas. Public workshops and events will commence soon promoting a programme of activities to increase the range of arts and enterprise offer in the town.
- **Independent Network** – approximately 60 independent retailers/ businesses will be brought together to create connections and develop a programme of events e.g. tea party on the piazza and a fashion show.

The Chair emphasised that this programme of 7 activities was created as a result of residents/groups feeding back their ideas through the District Committee meetings during 2016. Demonstrating “you said, we listened and we did”.

**RESOLVED** – Members will be made aware of key dates and activities taking place across the town relating to this programme.

## 9 Committee Budget Report

The District Committee budget balances were noted and applications for funding were considered. The Committee noted the following:

**Fast Track and Discretionary Grant:**

- (a) £381 Capital - additional funding needed for the Taylor Hill Footpath original grant of £10,000 approved 27.9.16) - Councillors have agreed to pay the additional £381.00 - Streetscene and Housing (Newsome Ward) - **Fast Track Commission**
- (b) £150 Revenue – Norcross Avenue parking sign – (Lindley Ward) – **Fast Track Commission**
- (c) £250 Revenue – Greenhead Community Ward Meetings (Greenhead Ward) – **Fast Track Commission**
- (c) £400 Revenue - Friends of Tolson and Ravensknowle – purchase of defibrillator (Almondbury Ward) - **Discretionary Grant**

**Return to Budget – Underspend**

- (a) £1,000 Capital – Newsome Ward – Longley Festival Lights (funding awarded 01/12/15)

**Change of Use:**

Fern Lea TRA no longer require the IT Equipment previously awarded through a £500 grant. The equipment will be transferred to Mount Forum to support the development their community activity programme.

**RESOLVED** - That the following projects be funded:-

**Revenue, Capital and New Homes Bonus Projects**

- (a) £7,500 Revenue – Almondbury Ward – Paddock Community Trust - Almondbury Forest School / Nature Reserve Feasibility
- (b) £9,500 Revenue – Ashbrow Ward – Local Services 2 You – Chestnut Centre Improvements
- (c) £6,000 Revenue – Ashbrow Ward - Local Services 2 You – Communications for Ashbrow Partnering
- (d) £750 Revenue – Greenhead Ward - Friends of Greenhead Park Summer Bandstand Concerts
- (e) £7,196 – Revenue/Capital – Newsome Ward – Streetscene and Housing – Wildflowers at Wood Terrace
- (f) £17,095.43 – Revenue/Capital – Newsome Ward – Kirklees Neighbourhood Housing – Edale Avenue Retirement Living Scheme Newsome– Installation of Four Mobility Scooter Stores and Improvements to Communal Garden Footpaths
- (g) £4,445 – Revenue/Capital – Newsome Ward – Streetscene Manor Road/Elm Street Open Space – Landscaping project
- (h) £5,000 – Capital – Crosland Moor and Netherton – Streetscene and Housing - Manchester Road/ Thornton Lodge Crossing

## District Committee - Huddersfield - 21 March 2017

- (i) £5,000 – Revenue/Capital – Almondbury Ward – Streetscene - Pedestrian Safety Measures – Stocks Walk, Almondbury
- (j) £240 – Revenue – Lindley Ward – Streetscene and Housing - Lindley Ward Pedestrian Safety Measures
- (k) £5,000 – New Homes Bonus – All 7 wards - Kirklees Dementia Action Alliance - Dementia Friendly District Event
- (l) £14,000 – New Homes Bonus – All 7 wards - Public Health/Ext delivery organisation tbc - Mental Health First Aid Training

### 10 Public Question Time

A number of questions were raised relating to:

- Netherton Village Hall Changing Rooms and future aspirations for the building for the local Football Club.
- Ravensknowle Park Public Toilets not being maintained and cleaned adequately.
- Footpath maintenance issues in the Crosland Moor and Netherton ward.
- Committee budget allocations and how schemes are prioritised.
- Recruitment process for the Chief Executive of Kirklees Council.

Officers and Committee Members responded directly to residents:

**RESOLVED**– The Chair confirmed that any outstanding issues will be referred to the relevant service who will provide a direct response to the residents.

### 11 Dates of future meetings

**RESOLVED** - Dates of future meetings to be confirmed.

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**KIRKLEES COUNCIL**

**DISTRICT COMMITTEE - KIRKLEES RURAL**

**Thursday 20th April 2017**

Present: Councillor Michael Watson (Chair)  
Councillors B Armer, D Bellamy, C Greaves, C Iredale,  
A Marchington, N Patrick, H Richards, N Turner and R Walker

Co-optees:

Parish Council Representatives:

Apologies: D Firth, K Sims, Smith, J Taylor, G Turner, Armitage (Co-Optee),  
Brook (Co-Optee) and Moores (Co-Optee)

In attendance: Approximately 38 members of public

**1 Welcome and Introductions**

The Chair welcomed everyone to the meeting and Committee members introduced themselves.

**2 Minutes of previous meeting**

**RESOLVED –**

That the minutes of the meeting of the committee held on 25<sup>th</sup> February 2017 be approved as a correct record.

**3 Interests**

Cllr Marchington declared an Other Interest in Agenda item 9(6) grant application by Golcar Providence Methodist Church as a member of the church and withdrew from the meeting for this item.

Cllr Armer declared an Other Interest in Agenda item 9(9) grant application by Shelley Community Association as a regular attendee of meetings and remained in the meeting.

Cllr Iredale declared an Other Interest in Agenda item 9(8) grant application by Kirklees Dementia Alliance, as it is the Mayor's Charity in 2017-18 and remained in the meeting.

Cllr Walker declared an Other Interest in Agenda item 9(11) Marsden Disability Crossings due to involvement in the Colne Valley Disability Group and remained in the meeting.

Cllr Bellamy declared an Other Interest, and remained in the meeting, re Agenda item 9(10) grant application by Friends of Honley Community Library as Chair of the Holme Valley Parish Council Asset Safeguarding Committee, to which an application has been made.

**4 Admission of the public**

It was agreed that all items be discussed in public session.

**5 Deputations / Petitions**

There were no deputations or petitions.

**6 Kirklees Rural Neighbourhood Police Team**

Inspector Mark Trueman gave an update on crime statistics for the Kirklees Rural area.

There had been 15 burglary offences and 25 thefts from motor vehicles in the last 6 weeks. People are advised to lock their doors as soon as they get home and not to leave Sat Navs on display in cars. Cyber-crime is on the increase with 5,000 crimes reported in West Yorkshire. "Block the web monsters" software can be down loaded from the West Yorkshire Police website.

Members of the local Farm Watch group expressed concerns that West Yorkshire Police and South Yorkshire Police are not responding to burglary and theft at local farms. Attempted or actual incidents have taken place every night for the past week.

Concerns were raised about drug supply and use in the Highburton and Kirkburton area, which was taking place on a nightly basis.

Inspector Trueman undertook to respond to concerns raised by local farmers about burglary and theft and to the drug supply issues.

**RESOLVED –**

That Inspector Trueman be thanked for the update on crime statistics and the committee wish him well in his new role.



**7 Community Safety Partnership**

Chris Walsh, Safer Kirklees Manager gave an update on the work of the Community Safety Partnership; an overview of the Plan, priorities and approach in Kirklees.

The key priorities of the Partnership, working with partners and communities, were to improve public confidence and satisfaction, to reduce crime, to tackle anti-social behaviour and to protect people from serious harm.

The approach involved –

Prevention work, community engagement and education,

Early resolution work, front line partnership staff picking up issues for example Housing staff could pick up that a damaged wall is a sign of underlying issues like domestic violence),

Partnership problem solving by staff at district level to pick up underlying issues and

Specialist support workers dealing with high risk, intensive cases.

**RESOLVED –**

That Chris Walsh be thanked for his presentation.

**8 Community Projects**

The committee received feedback from the following funded projects –

Milnsbridge Enhancement Group, Milnsbridge Steps  
Sparth Reservoir Signage  
Denby Dale Community Library  
Honley Cricket Club, new pavilion  
Honley Community Arts Project

**RESOLVED –**

That groups be thanked for their feedback.

**9 District Committee Budgets**

(Cllr Marchington declared an Other Interest in Agenda item 9(6) grant application by Golcar Providence Methodist Church as a member of the church and withdrew from the meeting for this item.

Cllr Armer declared an Other Interest in Agenda item 9(9) grant application by Shelley Community Association as a regular attendee of meetings and remained in the meeting.

## District Committee - Kirklees Rural - 20 April 2017

Cllr Iredale declared an Other Interest in Agenda item 9(8) grant application by Kirklees Dementia Alliance, as it is the Mayor's Charity in 2017-18 and remained in the meeting.

Cllr Walker declared an Other Interest in Agenda item 9(11) Marsden Disability Crossings due to involvement in the Colne Valley Disability Group and remained in the meeting.

Cllr Bellamy declared an Other Interest, and remained in the meeting, re Agenda item 9(10) grant application by Friends of Honley Community Library as Chair of the Holme Valley Parish Council Asset Safeguarding Committee, to which an application has been made.)

The Committee considered a number of proposals for funding: -

### **RESOLVED –**

(1) That the following decisions be noted –

- (a) £200 revenue approved 29/03/17 for publicity costs of Holmfirth Volunteering Fair (Holme Valley South)
- (b) Variation agreed 28/03/17 to £12,000 revenue grant to Slaithwaite Civic Hall; £4k set aside for decoration costs approved for launch costs from 1<sup>st</sup> April 17 (Colne Valley)
- (c) £200 underspend returned to committee budget re white lining at Litherup Lane, Clayton West (Denby Dale)

(2) That funding be approved as follows –

- (a) £300 revenue grant to Golcar Just Sing Choir for new music (Golcar)
- (b) £1,000 10% New Homes Bonus grant to Honley Business Association towards the cost of Honley Feast in September 2017 (Holme Valley North)
- (c) £957 revenue grant to Brass Factor towards the cost of staging the 2017 brass band competition in October 2017 at Holmfirth Picturedrome (Holme Valley South) subject to the group registering with the Kirklees Grant Access Point
- (d) £1,240 revenue grant to Milnsbridge Enhancement Group towards hanging baskets Summer 2017 (Golcar)
- (e) £1,320 10% New Homes Bonus to commission First Impressions to supply and maintain hanging baskets Summer 2017 (Holme Valley North/ Holme Valley South)

## District Committee - Kirklees Rural - 20 April 2017

- (f) £3,169 capital grant to Golcar Providence Methodist Church towards electrical rewiring subject to the group registering with the Kirklees Grant Access Point (Golcar)
- (g) £4,000 revenue grant to River 2015 (River Holme Connections) towards improvement of the river bank and creation of a duck feeding area at Crown Bottom, Holmfirth subject to the group registering with the Kirklees Grant Access Point (Holme Valley South)
- (h) £5,000 10% New Homes Bonus grant to Kirklees Dementia Action Alliance to co-ordinate and deliver a Dementia Friendly Community event and community capacity building work in the Kirklees Rural District (all 6 wards)
- (i) £5,390 part revenue/ part 10% New Homes Bonus grant to Shelley Community Association towards toilet refurbishment at Shelley Village Hall (Kirkburton)
- (j) £15,000 New Homes Bonus grant to Friends of Honley Library subject to the formal submission and acceptance of the Expression of Interest for the Community Asset Transfer of Honley Library and clarification as to future viable provision of a library service from the building (Holme Valley North) (Cllr Bellamy requested that her abstention from voting be recorded in the minutes)
- (k) £6,000 capital towards the construction of 8 sets of disabled crossing facilities in Marsden Village Centre (Colne Valley)
- (l) £14,000 revenue for the purchase of a Speed Indicator Device (SID) and 8 moves in the Holme Valley South Ward.

## 10 Public Question Time

The following questions were asked by members of the public and Councillors responded.

- A local resident asked whether the new Speed Indicator Device could be used at the junction of Huddersfield Road with Penistone Road. Cllr Patrick agreed to note it as a possible location.
- A local resident asked whether the new Speed Indicator Device could be used at Hade Edge as the average speed limit through the village is 55 mph. Cllr Patrick agreed to note it as a possible location.
- A local resident asked, in these stringent times what plans and strategies will councillors be supporting to help the input of voluntary and community groups?

## **District Committee - Kirklees Rural - 20 April 2017**

Councillors responded with information on the policy setting role of the full Council meeting (residents could attend), on the work of the Policy Committee for example the asset transfer policy which has input from the Third Sector Leaders, work of strategic partnerships in Kirklees, the Comoodle initiative and support/ pump priming of community groups by the district committee and former area committees.

### **11 Dates of future meetings**

It was noted that no dates have yet been arranged for the 2017-18 municipal year.

Contact Officer: Jenny Bryce-Chan

**KIRKLEES COUNCIL**

**HEALTH AND WELLBEING BOARD**

**Thursday 30th March 2017**

- Present: Councillor Viv Kendrick (Chair)  
Councillor Donna Bellamy  
Councillor Shabir Pandor  
Councillor Erin Hill  
Rory Deighton  
Dr David Kelly  
Carol McKenna  
Richard Parry  
Fatima Khan-Shah
- Apologies: Councillor Kath Pinnock  
Dr Steve Ollerton  
Priscilla McGuire  
Gill Ellis  
Kathryn Hilliam  
Jacqui Gedman
- In attendance: Helen Bewsher – Senior Manager Public Health  
Intelligence  
Sue Richards – Assistant Director for Early Intervention  
and Prevention  
Phil Longworth – Health Policy Officer  
Jenny Bryce-Chan – Governance Officer
- Observers: Lorna Peacock - Locala  
Catherine Riley – CHFT  
Karen Taylor – SWYFT  
Matt England – Mid Yorks  
DCI Mick Brown –West Yorkshire Police

**80 Membership of the Board/Apologies**

Apologies from Cllr Kath Pinnock, Gill Ellis, Dr Steve Ollerton, Priscilla McGuire, Jacqui Gedman and Kathryn Hilliam.

Rory O'Connor substituted for Rachel Spencer-Henshall.

**81 Minutes of previous meeting**

**RESOLVED** - That the minutes of 2 March 2017 be approved as a correct record.

**82 Interests**

Fatima Khan-Shah as a Director of Investors in Carers in respect of agenda item 10.

Richard Parry declared an 'other' interest in respect of agenda item 10.

**83 Admission of the Public**

That all agenda items be considered in public session.

**84 Deputations/Petitions**

No deputations or petitions received.

**85 Public Question Time**

No questions were asked.

**86 Kirklees Joint Strategic Assessment Update**

The Board welcomed Helen Bewsher, Senior Manager Public Health Intelligence to the meeting and invited her to provide an update on the Kirklees Joint Strategic Assessment. The Board was reminded that in February 2015, it had endorsed a new approach to the KJSA's development and, since then there had been timely progress updates to the Board on the development of a new KJSA website which is now live.

The new format of the KJSA makes use of infographics in an attempt to move away from an overly narrative content. While the intention is to update the overview and all the supporting content on a two yearly basis the detail will be updated as and when issues arise and; wherever possible the data will be the latest available locally. The Board questioned whether the information on the website which shows the whole of Kirklees could be broken down to make it more asset based.

The Board was advised that each section of the KJSA follows a consistent approach which includes headlines, why the issue is important and where the issue is causing the greatest concern. It is not meant to be an exhaustive list however it does include links to other resources and signposts to more detailed pieces of work.

The Board was informed that the 'what's next' section gives an overview of the key challenges for the district and this information is updated annually. Sections will be

updated using CLIK (Current Living in Kirklees) data and also forthcoming will be the KJSA indicator tables which provide Kirklees level data for a variety of key indicators.

A new blog is being promoted and the intention is that there will be new information on it every month. There is also an opportunity for partners to use it to promote issues and information.

**RESOLVED –**

(a) that the Board endorses and supports the continued development of a KJSA that drives local commissioning for health and well-being outcomes

(b) that Carol McKenna and Richard Parry will speak to CCG colleagues to nominate members to join the working group

(c) that the Board will continue to receive regular updates

**87 Health and Social Care Decision Making in Kirklees**

Phil Longworth, Health Policy Officer advised the Board that the recent Peer Challenge process had highlighted the need to have leadership and governance arrangements in place that will drive change in the future. The initial feedback from the review process contained a series of recommendations which included:-

- Political, clinical and management leadership working together
- A single system working to enable things to be done once and better, with a single commissioning voice

There was also a specific recommendation to simplify and strengthen the governance and approval framework.

The Board was directed to appendix 1 of the appended report which showed the current decision making landscape and reminded that it had previously discussed examples of reports that were presented to multiple boards and meetings. The Board was advised that the current landscape had evolved over the last few years and had led to a system that was complex and time consuming to navigate and resource. The Board had previously agreed to test out decision making as a simple system on the Healthy Child Programme.

The Board was further advised that:-

- There had been discussions with the CCG's to consider the footprint of decision making.
- The 'Talk Health' campaign is coming together.

- The Council had established the Kirklees Democracy Commission to look at how the Council can create a stronger local democracy. The draft report detailing the findings of the Democracy Commission will be completed shortly and presented to Full Council. This work might highlight how the Health and Wellbeing Board and partner organisations should operate.

The Board questioned when members could have sight of the Commission's report and was advised that once complete board members will be sent a link to the report.

The Board was informed that the next steps was to review the current decision making systems looking at what decisions needs to be taken and what mechanisms should to be in place.

The Board was informed that the Peer Challenge had clearly identified that a more robust management of programme priorities needed to be in place and in response the Board agreed that a timeline and detailed programme should be compiled and to understand what committees were going to be formed.

The Board also felt that partners would need to consider what they would be comfortable delegating to these committees. Part of this process would require being clear about what is meant by decision and to understand the scheme of delegation of each organisation as some decisions require further consideration for example by CCG governing bodies.

**RESOLVED –**

(a) that the Board will receive an action plan from the peer review

(b) that the meeting in April will consider in more detail the outcome of the peer review

**88 Health & Social Care Integration in Kirklees**

Phil Longworth, Health Policy Officer advised that following the Peer Challenge a report will be issued on Monday 3 April which will outline the key messages and findings of the review.

The Board was informed that a 'peer challenge' involves a collection of people who have knowledge relevant to a subject for example health and social care who come in and investigate. The review is designed to help an authority and its partners assess current achievements, areas for development and capacity to change. The review is not an inspection but instead offers a supportive approach, undertaken by 'critical friends'. Kirklees was part of a pilot and was asked to give feedback on the review process.

The Board was informed that the review team interviewed 35 senior people from across the health and social care system as well as reviewing a wide range of



documents between the 8<sup>th</sup> and 10<sup>th</sup> March 2017. At the end of the three days the team presented their findings and recommendations to all those who had been interviewed. Work is now being undertaken to develop an action plan which responds to each of the recommendations.

The Board was informed that the Council and the CCG's are continuing to progress the integration of commissioning across Kirklees. There was however a concern raised about how this can happen without primary care involvement.

The Board discussed the proposed arrangements for overseeing the integration of out of hospital care service delivery. The proposed approach involved the Council, Locala, South West Yorkshire Trust and Kirklees Neighbourhood Housing. The Board also discussed the importance of engaging primary care, but recognised that the Peer Challenge findings had highlighted the issue of the sustainability of the current models of primary care, and that the need to develop a modern model of primary care was critical. The Board suggested involving representatives of GP practices that are introducing new models of primary care.

The Health and Wellbeing Board supported the proposal for the service delivery integration board which would report to the Board, and to see future reports highlighting practical examples of how the system is working. The Board however agreed that the service delivery integration board needs to be reviewed including revising the Terms of Reference, membership and change the name to reflect the points raised by the Board.

**RESOLVED –**

- (a) that the terms of reference be reviewed and revised and sent to Board Members
- (b) that the name of the Integration Board be changed – removing the word Board from the title.

**89 Kirklees Better Care Fund**

Phil Longworth, Health Policy Officer informed the Board that the Better Care Fund (BCF) 2017/18 is scheduled to come to the Board however guidance is still being awaited. The guidance and policy framework has been delayed and there is still no definite date for publication.

The Board was informed that the Quarter 3 performance against the national metrics shows there are clearly areas of concern, most notably Non Elective Admissions, Achieving Independence for Older People and Dementia Diagnosis. The BCF Programme Board is continuing to monitor performance and work with relevant partners to improve performance.

The BCF Partnership Board has been developing the 2017/18- 2018/19 plan and is proposing to reshape the schemes funded through the BCF. The proposals aim to

extend the scope to include a greater proportion of the total current spend included in the pooled budget (aiming for 100%) wherever possible in the following areas:-

- Intermediate care and reablement
- Kirklees Integrated Equipment Service,
- Accessible Homes (Disabled Facilities Grant)
- Handyperson Scheme
- Assistive Technology
- Carers support
- Support for adult social care
- Mental health voluntary sector contracts
- Support to the voluntary and community sector

The Board was informed that the intention is to also include a range of areas not previously in the BCF. The first of these will be Continuing Care, but not the entirety of spend across partners in this coming year. Further areas planned to be included in the next phase are Frailty, Learning Disability and Implementing the Care Homes Strategy.

The government has announced an increase to the funds available through the BCF. The primary purpose of the funds is to ease the pressure on social care.

The Board was advised that senior officers from adult social care and the Clinical Commissioning Groups are meeting to develop proposals about how best to utilise this allocation in light of government expectations and existing finance and activity pressures. This will be presented to Cabinet and Full Council for approval in the coming weeks.

**RESOLVED –**

(a) that the Board notes the progress with implementing the 2016/17 plan and the performance challenges.

(b) that the Board endorses the proposals for reshaping the BCF for 2017/18 and 2018/19

(c) that the Board notes the national announcements and the requirement that the Board will have to approve the 2017/18 BCF plan prior to submission.

**90 Date of next meeting**

To note the next meeting of the Health and Wellbeing Board will be on Thursday 27 April 2017 – Reception Room Huddersfield Town Hall.

**RESOLVED -** That the date of the next meeting be noted by the Board.

Contact Officer: Jenny Bryce-Chan

**KIRKLEES COUNCIL**

**LICENSING AND SAFETY COMMITTEE**

**Wednesday 5th April 2017**

Present: Councillor Cathy Scott (Chair)  
Councillor Mahmood Akhtar  
Councillor Karen Allison  
Councillor Gulfam Asif  
Councillor Richard Eastwood  
Councillor James Homewood  
Councillor Christine Iredale  
Councillor Mohan Sokhal  
Councillor Kath Taylor

Apologies: Councillor Michelle Grainger-Mead  
Councillor Manisha Roma Kaushik  
Councillor Michael Watson

**1 Membership of the Committee**

Apologies for absence were received on behalf of Councillor Michael Watson  
Councillor Michelle Grainger-Mead and Councillor Manisha Roma Kaushik.

**2 Minutes of Previous Meeting**

That the minutes of the meetings of the Committee held on 13 December 2016 be approved as a correct record.

**3 Interests**

No interests were declared.

**4 Admission of the Public**

The Committee considered the question of the exclusion of the public and determined that all the items be taken in public session.

**5 Deputations/Petitions**

No deputations/petitions received.

**6 Public Question Time**

No questions were asked.

**7 Individual Vehicle Approval (IVA)**

The Committee considered a report in respect of the Individual Vehicle Approval (IVA) and the options available for existing private hire/hackney carriage vehicle licence holders as an alternative to obtaining an IVA.

The Committee was advised that currently the Council requires all vehicles to pass a compliance test, conducted by the Council's own testing stations, before a vehicle licence is granted or renewed. This compliance test assesses the condition of the vehicle and not the design and construction of the vehicle or the safety of any conversions made to the vehicle.

Licensing authorities were advised that converted vehicles should have the conversion assessed because this aspect is not covered by the compliance test. The Council, currently licenses up to 66 vehicles that have undergone some form of conversion which will require assessing. As a result the Licensing Department has stipulated that all vehicles that have been subject to some form of conversion must obtain an IVA from VOSA.

The Committee was advised that officers had conducted research and determined that there were two viable options available for testing the safety and integrity of converted vehicles. The following options were presented to the Committee:

- i) Mandatory IVA for existing licensed vehicles, conducted by VOSA only costing £256.77 (Inc vat)
- ii) Freight Trade Association £130:00 and an additional £70:00 if the vehicle has a tail lift

Following questions from the Committee the Senior Licensing Officer agreed to seek clarification whether the fee associated with the Freight Trade Association included VAT?

**RESOLVED -**

That having considered both options the Committee determined that option two, Freight Trade Association be approved.

Contact Officer: Penny Bunker, Tel. penny.bunker@kirklees.gov.uk

## **KIRKLEES COUNCIL**

### **OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE**

**Monday 10th April 2017**

**Present:** Councillor Julie Stewart-Turner (Chair)  
Councillor Gulfam Asif  
Councillor Ken Sims

**Apologies:** Councillor Cahal Burke  
Peter Bradshaw – Co-optee

**In attendance:** Paul Kemp, Service Director for Economy, Regeneration and Culture  
Richard Hadfield, Head of Strategy and Design  
Neale Wallace, West Yorkshire Combined Authority  
Oliver Howarth, First West Yorkshire  
Alisa Devlin, La Fleur & member of Huddersfield Town Centre Action Group  
Gina Hanselman, Merrie England & member of Huddersfield Town Centre Action Group  
Paul Keighley, Bramleys & member of Huddersfield Town Centre Action Group  
Penny Bunker, Governance and Democratic Engagement Manager  
Alaina McGlade, Governance and Democratic Engagement Officer

#### **99 Membership of Committee**

Apologies for absence were received from Councillor Cahal Burke and Peter Bradshaw – Co-optee.

#### **100 Interests**

No interests were declared.

#### **101 Admission of the Public**

Agreed that all items be considered in public session.

**102 Huddersfield Town Centre Accessibility Project**

Following introductions, Cllr Julie Stewart -Turner, welcomed everyone to the meeting and explained the role of Scrutiny in relation to the Bus Gates project, including the terms of reference. Cllr Stewart-Turner advised that an evaluation of the scheme was being prepared and would be considered as part of the work of the Town Centre Working Group and would not be considered by scrutiny. An outline of the timeline of key events in the bus gates project was presented for the information of those present.

Each witness was asked to provide comments on the bus gates scheme in line with the terms of reference. Oliver Howarth of First Bus, West Yorkshire advised of his involvement in the processes leading up to the implementation of the bus gates. Mr Howarth explained that First Bus always consider customer impact as part of their business offer and advised that congestion has always been an important issue. First Bus had attended regular meetings with the Highways Service to be kept informed of current plans and priorities and also to provide advice and comment as appropriate.

Mr Howarth advised that in relation to the specific plans for the bus gates, he felt the scheme was a good way to reduce congestion in the Town Centre which would consequently reduce delays to bus services. He advised that First Bus had been consulted on the bus gates scheme when the proposals were first being considered and were satisfied that the location of the bus gates were appropriate to delivering the desired outcomes.

Neale Wallace of the West Yorkshire Combined Authority (WYCA) explained that the WYCA was the transport authority for West Yorkshire. It was formed by combining the Economic Partnership and METRO Transport Authority. He advised that the WYCA published a single economic plan last year which included the concept of good growth. Mr Wallace explained that the WYCA wanted to grow the economy in a way that helped people live and work in wider areas. Mr Wallace felt that sustainable modes of transport were important in achieving the ambition.

Mr Wallace explained that congestion levels in West Yorkshire had now exceeded the previous peak levels of 2007. Throughout West Yorkshire, there were monthly meetings held to consider the impact of congestion on air quality and bus services. Mr Wallace advised that the response of bus operators to congestion tended to fall within 3 categories:

- Removing services on particular routes
- Reducing the frequency of services on particular routes
- Reductions in journey speed ultimately impacting on customer numbers

In relation to air quality, Mr Wallace explained that buses were rated differently to cars but the new Euro Six buses were as efficient as turbo diesel cars.

Mr Wallace advised that the WYCA also attended and contributed to the quarterly liaison meetings with the Kirklees Highways Service.

## Overview and Scrutiny Management Committee - 10 April 2017

Cllr Sims questioned whether any research had been undertaken as part of the planning phase of the project to understand the number of car users and bus users within the Town Centre and the purpose of their journey. Mr Howarth advised that 60% come into the town centre by car, with 25% travelling by bus but explained that he did not have the breakdown regarding the purpose of the trip.

Mr Wallace explained that there was work taking place on wider congestion problems in the area including looking at A roads across West Yorkshire and investigations into the possibility of a single control centre for the area. It was confirmed that all the benchmark figures possessed by the WYCA would be provided to the Highways service as part of their evaluation of the bus gates scheme.

Alisa Devlin from Huddersfield Town Centre florist, La Fleur expressed a view that she felt the consultation process appeared to be biased towards bus operators and questioned whether businesses were included in the consultation. It was confirmed that all businesses had received a letter and brochure.

Paul Keighley of Bramleys Estate Agents stated that the only communication businesses in the Town Centre received was a letter advising them to attend the roadshows being delivered within the Packhorse Centre to comment on the proposals. He said that he did not feel this was consultation as the decision had already been made that bus gates would be installed but that comments were requested on which of the three proposals would be preferred. He also told the Committee that he had visited the Packhorse Centre exhibition but his comments were not included within the report to Cabinet.

Ms Devlin explained that the proposals were very ambiguous and at the point of consultation nobody realised what the impact on business would be. She explained that their initial concern was over the number of loading bays that would be available. Ms Devlin informed the Committee that since the original installation of the bus gates, amendments to the plan had been required due to the impact of reducing to a single lane on Westgate.

Paul Keighley questioned why a scheme had been developed that serves only 25% of users. He suggested that these users also had the least ability to spend money due to the difficulty in carrying goods on public transport. He advised that he didn't understand the Council's rationale behind the decision but felt it was motivated by finance as he had heard it said that the revenue made through the scheme had been a "good by-product".

Cllr Sims questioned whether research had been done on what the requirements of the businesses would be following implementation of the bus gates.

In response to points raised, Richard Hadfield, Head of Strategy and Design advised that he had provided the Committee with a comprehensive breakdown of the consultation undertaken at the last meeting. This had included a copy of the letter that was distributed to all businesses. He explained that all feedback received as part of the consultation was contained in the report to Cabinet and the decision to implement the bus gates was not taken until all of the consultation had been

completed. He also advised that the statutory Traffic Regulation Order process was undertaken and only one formal objection was received. This was considered by the Cabinet and overruled.

In relation to navigating the town centre, Mr Hadfield explained that access was still available to every part of the Town Centre but the bus gates may require an alternative route to be taken. He advised that an increased number of loading bays had been made available as part of the scheme. He pointed out that the parking restrictions on Westgate had always been in place but had previously not been enforced by the police. The scheme had been installed at the same time as some essential gas works and had led to increased congestion until mitigating measures were taken. It was noted that it takes time for a scheme to embed and for road users to become familiar with a revised layout. However, in response to issues raised by businesses regarding increased congestion on Westgate, the layout had been altered.

Cllr Sims advised that when he was the Cabinet Member for Regeneration, some of the main factors for developing the Town Centre accessibility project were the development of a transport hub at St George's Square and the consideration of other regeneration schemes for the Town Centre; he highlighted that a number of these schemes had not been implemented. He therefore questioned why the accessibility scheme was still instigated when, what it was originally designed to support, had not been put in place.

Paul Kemp, Service Director for Economy, Regeneration and Culture responded that that it was likely that not all of the regeneration schemes would progress. However it was felt that the bus gates scheme would help address some ongoing traffic flow problems that existed in the town centre.

Paul Keighley highlighted the number of empty shops in the Town Centre. He acknowledged that this wasn't solely due to bus gates but that the economic climate had also contributed. He asked if it was possible to see the research that had been carried out into the potential impact of the bus gates so he could understand the rationale behind the decision. He explained that there was no point in prioritising buses through the Town Centre if it is just full of empty shops.

Alisa advised she was confident that numbers of Town Centre users had gone down and gave an example of the loss of business experienced by one of the neighbouring businesses to her florist. Oliver advised that bus user figures had not dropped and that he believed the bus gates would have a positive impact on the Town Centre, based on his technical expertise.

Cllr Sims outlined that he was concerned that scrutiny could not consider the impact of the bus gates scheme and advised that when the impact assessment has been complete, he hoped that, should some failings be apparent, the Council would hold their hands up to these and rectify them appropriately. He advised that the majority of the subsidies provided to bus companies came from car users.

Oliver Howarth explained that 97% of buses within West Yorkshire were not subsidised. Neale Wallace advised that there was a government levy applied to



## **Overview and Scrutiny Management Committee - 10 April 2017**

district councils which helped to subsidise the free travel for OAP's and bus shelters etc. He also advised that £19m of subsidised support helps to maintain rural and early morning bus services which tend not to be financially viable.

Cllr Julie Stewart-Turner advised those present of a number of written representations that had been received. In the main these focussed on issues that formed part of the evaluation work. It was agreed that copies of the submissions would be forwarded to officers for consideration as part of the scheme evaluation.

### **RESOLVED -**

- 1) That all those present who had shared their views with the Committee be thanked for their contributions.
- 2) That at the meeting of the Overview & Scrutiny Committee on 24 April 2017, the Overview & Scrutiny Committee consider the next steps for the bus gates work.

### **103 Date of the Next Meeting**

The Committee confirmed that the next meeting would be held on Monday 24 April 2017.

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Contact Officer: Penny Bunker, Tel. penny.bunker@kirklees.gov.uk

## **KIRKLEES COUNCIL**

### **OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE**

**Monday 24th April 2017**

Present: Councillor Julie Stewart-Turner (Chair)  
Councillor Cahal Burke  
Councillor Ken Sims

Apologies: Councillor Gulfam Asif

In attendance:

Observers: Councillor Elizabeth Smaje, Lead Member for the Health and Social Care Scrutiny Panel  
Councillor Masood Ahmed, Cabinet Member - Community Cohesion & Schools  
Tom Brailsford, Joint Commissioning Manager.  
Martin Green, Head of Localities Offer for Children & Families  
Paul Kemp, Service Director - Economy, Regeneration and Culture  
Helen Kilroy, Principal Governance and Democratic Engagement Officer  
Jo-Anne Sanders, Service Director - Early Help & Learning  
Fatima Khan-Shah – Scrutiny Co-optee  
Helen Metcalfe, Childrens Services

#### **104 Membership of Committee**

Apologies for absence were received from Cllr Gulfam Asif.

#### **105 Minutes of Previous Meeting**

The Committee considered the minutes of the meeting held on 27 March 2017.

##### **RESOLVED**

That the minutes of the meeting held on 27 March 2017 be approved as a correct record.

#### **106 Interests**

No Interests were declared.

**107 Admission of the Public**

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

**108 Economic Resilience**

Paul Kemp, Service Director for Economy, Regeneration and Culture attended the meeting to present the second part of a presentation outlining the progress made in relation to the Economic Resilience strand of work. Mr Kemp summarised the areas included in the previous presentation which were the Kirklees Business Hub, the profile of tourism and digital infrastructure.

In respect of tourism the Management Committee suggested that the Council needed to support creative solutions to some of the topographical and infrastructure challenges in areas of high tourism. For example park and ride schemes to access accommodation locally whilst still having somewhere to park vehicles. It was suggested that a tourism page would be included on the business portal.

The Committee continued to discuss digital infrastructure and the progress in delivering the five parts of the project within the Kirklees district. It had previously been noted that superfast broadband was now available to 8,000 homes and businesses with actual take up recorded at 1750 premises. It was hoped that by the end of 2018, 24,000 homes and businesses across Kirklees would have a superfast service. It was discussed how the Council might join up with partners, for example in the digitalisation of the NHS, to deliver improvements. It was recognised that this was an area requiring improvement within Kirklees to help to encourage firms to establish themselves in the area and grow. Currently digital infrastructure was restricting investment in some areas with a better offer being available in larger cities such as Leeds.

Martin Green, Assistant Director – Learning and Skills, provided an update on the working approach with the University including the development of apprenticeship offers and the development of leadership and management training as part of the business school offer.

Mr Green explained that within Kirklees there were less people educated to HNC level than the national average and more with low level or no qualifications. The Council was working as part of an employment and skills strategy to champion high quality apprenticeships and effective partnerships to tackle sectors where skills and recruitment were an issue, for example health and social care. There followed a discussion on why graduates were not staying within the Kirklees district and how the issue might be dealt with more holistically to make Kirklees an attractive place to live and work.

Mr Green continued to update on adult and community learning which aimed to enable people to take steps back into a learning environment as part of developing confidence to progress onto further study or work. Underpinning this was the

opportunity for people to re-skill and change career direction. Kirklees had received education and skills funding agency funding and was working with 1100 learners. As part of a sub contract the third sector and voluntary community sectors were testing some innovative approaches. It was a challenging time for providers with the requirements of Ofsted and the frequently changing funding formulas.

Mr Kemp continued to provide an update on European Union funding which included 3 EU business support projects, Adventure, Digital Business Support, and Resource Efficiency which were in their early stages of delivery. The Committee noted that the Council had been awarded the contract for the Works Better programme in a joint bid with Calderdale and Wakefield. It was expected that the programme would start in May 2017. The West Yorkshire Consortium of Colleges had been awarded the Widening Participation in Higher Level Skills and Skills Support for In Work Claimants programme. It was anticipated that further funding streams in skills and workforce development programmes would be secure for the next 2-3 years.

The Management Committee thanked Mr Kemp and Mr Green for attending the meeting and agreed that elements of the economic resilience work would be considered for inclusion in the scrutiny work programme in 2017/18.

## **RESOLVED**

- (1) That Paul Kemp and Martin Green be thanked for attending and providing a further update on the progress of economic resilience work streams.
- (2) That the Management Committee consider elements of the economic resilience work as part of the scrutiny work programme for 2017/18.

## **109 Cabinet - End of Year Update**

Councillor David Sheard, Leader of the Council attended the Scrutiny Management Committee to provide an update on the progress made on Cabinet priorities within the 2016/17 municipal year.

In introduction, Cllr Sheard explained that the focus of the Cabinet had largely been on financial issues and how the Council could achieve the required savings in order to balance the budget. He suggested that the Council was constantly “fire-fighting” as it sought to transform itself.

Cllr Sheard continued to speak about particular portfolio priorities including extra care housing within rural areas and how Council services join up better so that the approach in one service area did not conflict with delivering the Council’s vision in another. The example of planning policy was used.

Cllr Sheard emphasised the priority for councillors and the public to be part of transformation so that there was a move away from dependency on providing services to the Councillor as an enabler. It was also important that officer thought processes changed to include the wider remit of the council and moving away from ‘silo working’.

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Cllr Sheard identified effective communication as a priority challenge and the move to digital by default. He explained that the volumes of people looking at things on Facebook far exceeded those who looked at hard copy, for example a planning application notification. Using digital means was cheaper and more effective in many areas including recruitment where advertising could be targeted to appropriate candidates.

Cllr Sheard continued to outline some of the areas he wished to take forward in the new municipal year, including reconsidering the role of district committees with a change to more ward emphasis and support at local councillor level.

Cllr Sheard also suggested he would like to see a select committee approach to scrutiny which would see Cabinet Members being questioned on areas of responsibility and such meetings being webcast. The Management Committee supported the democracy in action approach that Cllr Sheard was advocating.

Cllr Sheard explained the current position regarding Children's Services and the recommendations that had been made to the Secretary of State concerning partnership working with Leeds City Council. A decision was still awaited.

Cllr Sheard continued to give a brief overview of the work being undertaken by Deloitte consultants in support of making the necessary budget savings.

The Management Committee challenged Cllr Sheard on how the Cabinet was ensuring that the decisions made as part of the budget setting process were being implemented in such a way that the savings would be achieved on time. Cllr Sheard said that more robust arrangements had been put in place to define timescales and make sure that managers were delivering what was required. There was a cultural change with the delegation of decisions but there needed to be the right skills to ensure the appropriate actions were taken. Cllr Sheard said the Council had been too risk averse and needed to look at its approach in many areas moving forward. He gave the example of age related restrictions on council housing.

There followed a discussion on the current challenges to the Council in losing experienced staff and the skills gaps that were now being revealed as a result. Cllr Sheard acknowledged it was a problem but with an ageing workforce and the Council's ambition to seek voluntary severance arrangements, it was inevitable that some experienced employees would leave. However there were creative approaches being developed to help to address some of the gaps, for example having highways engineers employed at a County level so they could then be targeted at the areas where specific projects were being undertaken.

In concluding Cllr Sheard spoke about regional governance and whilst the Learning and Enterprise Partnership and the West Yorkshire Combined Authority were working well, there had been no further progress in respect of regional governance. Cllr Sheard hoped that once the election had been completed then there would be clarity of direction around regional governance.

The Management Committee thanked Cllr Sheard, Leader of the Council for attending the meeting and providing an update on the priorities of the Cabinet.

**RESOLVED**

(1) That Councillor Sheard be thanked for updating the Committee on the work of the Cabinet.

(2) That the issues and current challenges highlighted by Cllr Sheard be noted.

**110 Education Attainment - Learning Landscape**

Jo-Anne Sanders – Interim Assistant Director for Learning and Skills, and Helen Metcalfe of Children’s Services attended the meeting to provide an update on the learning landscape within Kirklees. The annual report for the Learning and Skills Service was circulated as part of background information for the item.

Jo-Anne Sanders introduced the item by explaining the changing relationship that the Council has to have with local schools. A summit was being held in early June to look at the new national funding formula for schools and examine the challenges including how schools might sustain services and remain financially viable. It was a time in which partnerships were more important than ever. The funding challenges were combined with the more challenging Ofsted framework which required many changes in order for schools to be compliant and deliver high quality education.

Ms Sanders continued to discuss the Schools as Community Hubs work that was being undertaken to encourage schools to do more than just educate young people and to work together in partnership within an area to shape the offer and support to children and young people. Cllr Stewart-Turner welcomed the Schools as Community Hubs work and asked what guidance was being given to schools as she had heard requests for a framework. Ms Sanders indicated that a tool kit was being developed which would share good practice. The Management Committee asked to see a copy of the tool kit once it was available.

The Management Committee continued to look at the statistical challenges within the Kirklees area as infant and junior numbers were higher than regionally. The Local Authority was working to maximise opportunities to tackle these issues including amalgamating schools to create a single primary, for example in the Honley area. This would help to reduce transition points and would see better working together between schools. A sufficiency of learning places document was being prepared once NHS data was available regarding growth in younger cohorts. It was noted that approximately 3000 children were educated outside of Kirklees with 1000 coming from outside the Kirklees boundary to access Kirklees based provision.

The Panel continued to look at a summary of outcomes across a number of areas at Key Stage 2 and Key Stage 4 within the Kirklees district. Cllr Masood Ahmed, Cabinet Member, highlighted concerns about achievements within some areas with some ethnic groups significantly above average, whilst others were significantly

below. The Management Committee agreed that this was an area that it may wish to look at as part of the 2017/18 scrutiny work programme. In concluding it was recognised that within Kirklees there were more young people coming into the system with an increased level of need and this was set against the background of new challenging accountability systems.

**RESOLVED**

(1) That Jo-Anne Sanders and Helen Metcalfe be thanked for providing an update on the education landscape in Kirklees.

(2) That a copy of the Schools as Community Hubs tool kit be circulated for information to the Committee.

(3) That as part of planning the Committee work programme, consideration be given to ethnicity attainment gaps.

**111 Children and Adolescent Mental Health Services Ad-hoc - progress on Action Plan**

Cllr Masood Ahmed, Cabinet Portfolio Holder, Tom Brailsford, Head of Joint Commissioning – Children and Alan Laurie, Commissioning Manager – Joint Commissioning attended the Committee meeting to provide an update on the Child and Adolescent Mental Health Service improvement work, including the implementation of agreed recommendations made by a Scrutiny Ad-Hoc Panel.

Mr Brailsford indicated that the work of the Scrutiny Ad-Hoc Panel in October 2015 had been fed into a wider piece of work that was being driven nationally to transform child and adolescent mental health services. The submitted report provided a specific update on the two recommendations which related to clarity of pathways and accessibility to CAMHS referral systems. It was noted that a pathways diagram had been co-produced and developed with CAMHS and a parent led forum and was available on the CAMHS Transformation Plan website. The Kirklees CAMHS Transformation Plan identified the need to provide a single point of access to offer a seamless, one stop shop offer of care to children and young people, parents and carers, and professionals. A pilot service provided by Northorpe Hall Child and Family Trust worked closely with partner organisations to sign post people to the most relevant services according to need.

Mr Brailsford reported that the Single Point of Access (SPA) had proved very successful but there had been some consequences particularly around waiting times as a result of the volume of usage. Work was ongoing to look at potentially shifting resources to address the increase in waiting time at tier 2 level. The Management Committee welcomed that approximately 50% of previous tier 2 referrals had been signposted to more appropriate tier 3, universal, provision.



## Overview and Scrutiny Management Committee - 24 April 2017

It was noted that transformation plan funding of £900k had been made available across Kirklees by national government but the position on funding for the 2017/18 municipal year was unclear. The funding had enabled the Council to deliver considerable improvements with partners. Funding had been allocated for tier 2 and 3 and autism provision.

The Management Committee welcomed the progress made in respect of the provision of CAMHS services. The pathway diagrams and single point of access were particularly welcomed. The question was asked concerning the performance monitoring arrangements, as previously there had been a lack of performance indicators within this area. Mr Brailsford explained that a contract specification was being developed that would include a data set to ensure that information was captured going forward however there was no historical baseline data available. Cllr Burke, Chair of the Ad-Hoc Scrutiny Panel welcomed the positive work that had been undertaken as part of the transformation programme whilst acknowledging there was still considerable work to progress. He suggested that it was important that feedback to service users also formed part of any communication.

In conclusion, the Management Committee welcomed the report and progress made in transforming Child and Adolescent Mental Health Services and suggested that as part of the 2017/18 work programme the work to address tier 2 referral waiting times be further considered by Overview and Scrutiny.

### **RESOLVED**

- (1) That the progress report on Child and Adolescent Mental Health Services transformation work, including progress against the scrutiny recommendations, be welcomed and noted.
- (2) That a future report include specific information on addressing tier two volume issues.

## **112 OSMC Agenda Plan**

The Management Committee noted that this was the last meeting of the Committee for the 2016/17 municipal year. The Committee considered a list of items to be rolled forward as potential work programme issues for the 2017/18 municipal year. Cllr Stewart-Turner advised that negotiations were ongoing concerning a proposal to increase scrutiny structures in the next municipal year. This was welcomed by members of the Committee.

### **RESOLVED**

The Committee noted the work undertaken during the 2016/17 municipal year.

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Contact Officer: Steve Copley

**KIRKLEES COUNCIL**  
**PERSONNEL COMMITTEE**

**Tuesday 4th April 2017**

Present: Councillor David Sheard (Chair)  
Councillor Shabir Pandor  
Councillor Martyn Bolt  
Councillor Terry Lyons  
Councillor Peter McBride  
Councillor Graham Turner  
Councillor Bill Armer  
Councillor John Taylor

Apologies: Councillor David Hall  
Councillor Nigel Patrick

**1 Membership of the Committee**

Apologies for absence were noted on behalf of Councillors David Hall and Nigel Patrick.

Councillors Bill Armer and John Taylor substituted for them.

**2 Minutes of Previous Meeting**

The minutes of the Personnel Committee meeting held on 25 January 2017 were approved.

**3 Interests**

Cllr Terry Lyons submitted a declaration of interest form regarding an interest in a property.

However, the interest did not relate to any of the items that were being considered in today's meeting.

The Governance Team will follow up on the recording of the interest.

**4 Admission of the Public**

Members resolved to consider items 10 and 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 Crow Lane Primary and Foundation Stage School and Paddock Junior Infant and Nursery School - Designation of support staff and their participation in the Local Government Pension Scheme**

The Committee considered a report by Martin Wilby, Acting Deputy Assistant Director (Local authority statutory duties) which explained that the governing bodies of Crow Lane Primary and Foundation Stage School and Paddock Junior, Infant and Nursery School are proposing to change the category of their schools from Community Schools to Foundation Schools and acquire a Foundation – “The Aspire Co-operative Learning Trust” on 24 April 2017.

Subject to a final decision on this proposal, the Council will cease to be the employer of staff at the school from the implementation date and staff will transfer to the employment of the schools’ governing bodies. The designation of support staff is sought in order that they can continue in or join the Local Government Pension Scheme (LGPS).

**RESOLVED -**

Members of the Personnel Committee approved the recommendations in this report, which are that:

- (1) Note the Governing Body proposals to change the category of Crow Lane Primary and Foundation Stage School and Paddock Junior Infant and Nursery Schools to a “Trust School” (a Foundation school with a charitable foundation) and the role of the Council when a school changes status from being a Community school to a Trust school.
- (2) Note that the Council will cease to be the employer of staff at the school from the implementation date of 24 April 2017 when the school will convert to Foundation status and the transfer of staff will occur under Education law and TUPE Regulations 2006. All staff will be covered by the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007. The Regulations provide all rights, powers, duties and liabilities to transfer

## Personnel Committee - 4 April 2017

from the Council to the Governing Body, which will continue to recognise the same Trade Unions. The staff will transfer to the new Trust school and be employed by the Governing Body (not "The Aspire Co-operative Learning Trust"). Terms and conditions of service will remain the same for both teaching and non-teaching staff.

- (3) Subject to final decisions by the Governing Bodies of Crow Lane Primary and Foundation Stage School and Paddock Junior Infant and Nursery School, approve that under Regulation 8 of the Local Government Pension (Administration) Regulations 2008, Kirklees Council with consent of the governing body of Crow Lane Primary and Foundation Stage School and Paddock Junior Infant and Nursery School, designates all current and future non-teaching employees of the school as being eligible for membership of the Local Government Pension Scheme, subject to the school Governing Body as employer entering into a legal agreement. This legal agreement will provide amongst other things:

1. *The school Governing Body as employer discretions must mirror those of the council and not be more generous regards ill health and/or early retirement provisions;*
2. *Employee and employer contributions will be paid to West Yorkshire Pension Fund (WYPF) who monitor this happens;*
3. *The school will be responsible for employer contributions set up by WYPF Actuary from time to time;*
4. *The school will indemnify ( i.e. reimburse) the council any costs arising out of default by the school in paying to the council or WYPF sums payable (or payable by a different payroll provider ) on the schools behalf in respect of school support staff .*

- (4) Note that an agreement is needed because although the council is deemed employer under Regulation 8 for pension purposes and therefore retains some residual risk, it is not the actual employer for other purposes. The agreement is intended to mitigate these risks so far as practicable.

## 9 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.

## 10 Update on Human Resources and Industrial Relations and Trade Union Relationships in the New Council

## Personnel Committee - 4 April 2017

*(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 25 January 2017, the Committee received a verbal update from Jacqui Gedman and Rosemary Gibson 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.

The report focused, in summary, on:

- The implementation of the new Trade Union Act on 1 March 2017, which has changed the rules for trade unions on organising ballots for industrial action and also raised the threshold in terms of the support that they will need in order to then go on to call industrial action, particularly in “Important public services”. Further advice is awaited to help define “Important public services”
- Progress, at a local level in Kirklees, to review our IR framework, including the roles of the Joint Secretaries in 2017/18.
- Progress with the changes introduced on 1 April 2017, that the total number of trade union representatives for UNISON, GMB and UNITE, plus the formal time off that is allocated to them and recorded for their trade union duties, is based on some new ratios based on 1:1000 for the total number of members that they have working in Kirklees.
- Progress the work being undertaken with managers and staff to improve the recording of any “green time”, and any other ad hoc and informal time off for other trade union duties in 2017/18.
- The issue of a new HR1 notice on behalf of Kirklees Council (Advanced notification of redundancies under the trade union and labour relations consolidation act 1992). This reflects the information on staffing reductions that re contained in the budget book that was presented to the Budget Council meeting in February 2017. The trade unions have access to this budget information which is public.
- Eleanor Brazil, Commissioner for Children’s Services, and her private conversation with the trade unions about her draft report and recommendations on children’s services in Kirklees, news of which appears to have already been released in a trade union bulletin.

### **RESOLVED -**

Members of the Personnel Committee agreed to:

- (1) Receive this progress report

## Personnel Committee - 4 April 2017

- (2) Ask officers to progress the work with managers, staff and the trade unions to manage and record any “green time” and any other ad hoc and informal time off for other trade union duties in 2017/18
- (3) Provide members of the Committee with advice on what type of activities and what amounts of time are appropriate in terms of dealing with requests from trade union representatives for time off in 2017/18
- (4) Ask officers to review how time off for managers and staff to undertake any other official or voluntary duties and roles e.g. local magistrates, will also be managed and recorded in 2017/18.
- (5) Ask officers to inform all councillors, in advance, when plans are being made for the issue of any subsequent HR1 notices
- (6) Ask officers to provide a report for the next Personnel Committee in June 2017, on the HR implications associated with the changes, reviews and savings that are required from 2017/18 onwards.
- (7) Ask Jacqui Gedman and Cllr Graham Turner to follow up on the outcome of the private conversation between Eleanor Brazil and the trade unions, and to issue any follow up communications to councillors, managers and staff, as appropriate

## 11 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 25 January 2017, Jacqui Gedman provided a report on progress with the process and timetable to complete the review of the senior management structure.

The report focused on:-

- Progress with the posts of Strategic Director, Service Director and heads of service
- The appointment of a recruitment partner to help fill some of the key vacancies in the new structures
- Plans for a fuller update at the next Personnel Committee in June 2017

### **RESOLVED -**

Members of the Personnel Committee agreed to:

### **Personnel Committee - 4 April 2017**

- (1) Receive the progress report on the appointments to the roles of Strategic Directors and Service Directors to-date, plus plans to fill the Head of Service posts
- (2) Ask officers to provide a fuller report for the next Personnel Committee in June 2017
- (3) Ask officers to provide details in the next report on how the management structures in Kirklees compare in size to those of neighbouring or similar sized local authorities and what steps need to be taken to provide permanency to the current senior management team.



Contact Officer: Steve Copley

**KIRKLEES COUNCIL**  
**PERSONNEL COMMITTEE**

**Tuesday 16th May 2017**

Present: Councillor David Sheard (Chair)  
Councillor Shabir Pandor  
Councillor Terry Lyons  
Councillor Nicola Turner  
Councillor Peter McBride

Apologies: Councillor Graham Turner

**1 Membership of the Committee**

Apologies for absence were noted on behalf of Councillor Graham Turner.

**2 Minutes of Previous Meeting**

The minutes of the Personnel Committee meeting held on 4 April 2017 were approved.

**3 Interests**

None declared.

**4 Admission of the Public**

Members resolved to consider items 8 and 9 in private session, as they contain exempt information. The details and reasons are set out at the start of each item.

**5 Member Question Time**

No questions were received.

**6 Deputation/Petitions**

No deputations or petitions were received.

**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 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.

**8 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 4 April 2017, the Committee received a verbal update from Jacqui Gedman and Rosemary Gibson 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.

The report focused, in summary, on:-

- The progress made between representatives of the management and trade unions in Kirklees and West Yorkshire to deal with those issues of concern highlighted by the ballot for industrial action from Kirklees UNISON which resulted in the industrial action in Children's Services earlier in 2017. Members of the Committee noted that significant progress had been made and that the UNISON branch in Kirklees was expected to report news of these developments to its members in a meeting on 18 May 2017.

- The progress being made in the discussions between the management and trade union sides to capture and record details of the requests made by trade union representatives for formal time off for their trade union duties, plus the work being undertaken with managers to improve the recording of any "green time", and any other ad hoc and informal time off for other trade union duties.

- The offers of help and assistance which have been made to Kirklees to continue to develop the working relationships between the management and trade unions in 2017/18.

**RESOLVED:** - Members of the Committee agreed to:-

(1). Receive this progress report and support the work that is being undertaken by the management side to develop our working relationships with the trade unions in Kirklees and West Yorkshire

- (2). Ask for a further progress report at the next Personnel Committee
- (3). Ask officers to provide members of the Committee with copies of the recent correspondence between the management and trade union sides for information and reference
- (4). Ask officers to provide a more detailed report for the next Personnel Committee on the costs associated with the time off that is being taken by the representatives of the trade unions, plus the accommodation and facilities provided for them.

## 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 4 April 2017, Jacqui Gedman introduced a report on progress with the timetable to complete the review of the senior management structure.

Today's report focused on questions surrounding:-

- The Acting Chief Executive and the timetable for the appointment of a permanent Chief Executive
- Filling the post of Strategic Director for Economy and Infrastructure on a permanent basis
- Filling the post of Strategic Director for Children and Families on a permanent basis.

Jacqui Gedman withdrew from the meeting while members of the committee discussed the options and proposals with Rosemary Gibson, Head of HR.

**RESOLVED:** - That the Personnel Committee agreed to:-

- (1). Recommend to Council that the post of Chief Executive be offered to Jacqui Gedman, the Acting Chief Executive, on a permanent basis
- (2). News of today's decisions being shared with the Council meeting in July 2017 , and to approve the appointment described in (1) above and this officer becoming the head of the paid service (including the roles of (Acting) Electoral Registration Officer and (Acting) Returning Officer) as appropriate
- (3). The post of Strategic Director for Economy and Infrastructure being filled on a permanent basis. This post will be advertised internally and externally. The Chief Executive will determine when this process will start.

## Personnel Committee - 16 May 2017

(4). The post of Strategic Director for Children and Families being filled on a permanent basis. This post will be advertised internally and externally. The Chief Executive will determine when this process will start.

(5). The establishment of a member panel (based on a ratio of 2.1.1) to consider candidates for the posts described above.

Contact Officer: Steve Copley

## **KIRKLEES COUNCIL**

### **POLICY COMMITTEE**

**Monday 3rd April 2017**

Present: Councillor Rob Walker (Chair)  
Councillor Fazila Fadia  
Councillor David Hall  
Councillor James Homewood  
Councillor John Lawson  
Councillor Robert Light  
Councillor Hilary Richards  
Councillor Judith Hughes

Apologies: Councillor Andrew Cooper

#### **1 Membership of the Committee**

Apologies for absence were noted on behalf of Cllr Andrew Cooper.

#### **2 Minutes of Previous Meeting**

The minutes of the Policy Committee meeting on 9 January 2017, were approved as a correct record.

Cllr Rob Walker used the minutes to deal with matters arising and to provide a brief progress report on some of the other items which the Policy Committee considered on 9 January 2017.

The Policy Committee went on to resolve that:-

- (1) The Policy Committee (3 April) will consider a position statement on the work on "Social value" to-date. A final report will be presented to a Policy Committee meeting in May 2017.
- (2) A revised report on "Passivhaus" will also be presented to the next Policy Committee meeting in May 2017.
- (3) Further work on the policy issues arising from the item on "Dealing with refuse and waste in Kirklees" be deferred for consideration by elected members in the 2017/18 municipal year.

#### **3 Interests**

No interests were declared.

**4 Admission of the Public**

Today's meeting was held in public session.

**5 Deputations/Petitions**

No deputations or petitions were received.

**6 Public Question Time**

No questions were submitted

**7 Member Question Time**

No questions were submitted

**8 Social Value**

Cllr Rob Walker, chair of the task and finish group on "Social value", along with David Bundy, Corporate Policy Officer, provided a progress report on the work of the group to-date.

The progress report provided a reminder on the terms of reference for the group, plus a position statement on what had been discussed in terms of the following objectives:

1. To learn from best practice and external research.
2. To explore the impact of work and potential barriers created by the council for the third sector when delivering social value and early intervention and prevention objectives.
3. To examine and understand the social value element in commissioning and procurement processes, and recommend (if necessary) changes; assess how these processes can stimulate local growth.
4. Examine the area of asset transfers and social value – particularly around the challenge of Physical Resources and Procurement meeting their income targets, set against the need to protect third sector groups who meet the councils EIP objectives (and who may be saving the council money by providing a specific service).
5. Establish how social value can be embedded into the Kirklees economic strategy.

### Policy Committee - 3 April 2017

The debate went on to focus on the next steps and some possible recommendations for inclusion in the final report, which will be presented to a further meeting of the Policy Committee in May 2017. These include:

1. There is widespread agreement that the policy is good but there are significant challenges relating to its implementation.
2. Baseline figures and evidence base - this requires further work to ensure we have the correct data and a sustainable way of consistently gathering the right information. There is also the need for clarity on certain definitions i.e. local expenditure and our approach to temporary contracts etc.
3. There is the potential to commission CLES to carry out a 'social value diagnostic' including analysis and clarity on our current position.
4. In terms of implementation, can we highlight practical examples within the Council where the social value policy is embedded and being implemented? Is there potential to develop a pilot project with an area of service delivery that covers data collection and embedding the social value policy?
5. Further engagement with the business and third sector leaders to establish better working links on a more regular basis. The initial focus should be on the barriers currently being experienced by partners in relation to social value as well as a response to the recommendations from the task & finish group. Is there an opportunity for peer learning with business/third sector?
6. How are other 'anchor' institutions from both the public and private sector across Kirklees approaching social value? Is there opportunity for a joint social value charter and subsequent action plans for delivery?
7. In terms of asset transfer, how far should we go in ensuring the social value policy is met? What should be the Council's role once an asset has been transferred?
8. How can we benefit from the inclusive growth initiative being led by the Leeds City Region? Social value is a key part of inclusive growth, how could this help us deliver our outcomes?
9. Explore further opportunities with Yorkshire Purchasing Organisation (YPO) with regards to social value
10. On-going research into how other local authorities are developing and delivering social value policies. We already have anecdotal evidence from Oldham and Doncaster but it's very much focused on producing a policy, not the implementation.

Members of the Policy Committee went on to agree that:

- The Kirklees policy on social value is still current. However, we should try to come up some practical proposal(s) that will make a real change and

### Policy Committee - 3 April 2017

difference here in Kirklees. We need to come up with a proposal that will get councillors and officers interested. The proposals have to help the topic to gain traction within the organisation.

- Some other local authorities are more engaged and ahead of us with their work on social value. They recognise its importance and are actively looking for ways to make it work. For example, Manchester, where members interest and a working group help to keep the item in view and at the forefront of their discussions and thinking on the commissioning and provision of local services.
- Kirklees does need accurate figures to establish an accurate baseline on our local spend at present and for example how much is leaking out of the local economy. We also need it to help influence attitudes, change and the thinking of councillors and officers here in Kirklees.
- Officers should speak with colleagues at CLES – or another appropriate organisation – to try to carry out this analysis in 2017/18. Details of the brief and the potential costs for the work to be shared with the Policy Committee in May 2017, before the final report and recommendations are referred to Cabinet for consideration.
- Members noted that CLES helped to develop and influence the work that is taking place in Manchester. We should also enquire if CLES and Manchester would be willing to help us to do the same here in Kirklees and provide examples of what impact they have had with other councils/organisations.
- Calderdale and YPO have also offered to work with us to review some of the issues and to change and develop our procurement practices and the opportunities to involve other local organisations that could compete for our contracts for goods and services we will commission and procure.
- Our current procurement processes can be difficult to engage with and understand. Further work is required to engage with representatives from both the third sector and SME's to help promote the opportunities. It is important that we work more closely with them.
- Some pilot studies would help us to learn more about our current practices and the opportunities for change when dealing with both big and small contracts. The Cabinet should be asked to consider this – the methodology and principles involved – which may involve asking members of the Policy Committee to follow up on this task in 2017/18.
- Need to consider if social value is a key consideration when recommendations on the transfer of council assets to community groups are being considered. The advice and support which the council offers can also deter or hinder some organisations from developing some important projects which have social value. Plus, how do councillors and officers determine applications from multiple organisations when they are all interested in the



## **Policy Committee - 3 April 2017**

same asset. How do they decide the importance, priority and sustainability associated with each bid?

- If Kirklees is going to look at the development and use of social value in its work, we should also encourage the West Yorkshire Combined Authority to do the same.

### **RESOLVED –**

Members of the Committee resolved that:-

- (1) Today's progress report be received and noted.
- (2) That the comments and ideas offered up in today's discussion be developed within the final report and recommendations from the task and finish group on "Social value" which will be presented to the next Policy Committee meeting in May 2017.

## **9 Policy Committee - Date for next meeting**

Following on from item 8 above, Cllr Rob Walker explained that a further meeting of the Policy Committee will be required in early May 2017, to consider and complete the reports on "Social value" and "Passivhaus".

### **RESOLVED –**

Members of the Committee resolved that the Governance Team should contact members of the Policy Committee to confirm the date, time and venue for the next meeting in May 2017.

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Contact Officer: Steve Copley

**KIRKLEES COUNCIL**

**POLICY COMMITTEE**

**Monday 8th May 2017**

Present: Councillor Rob Walker (Chair)  
Councillor Andrew Cooper  
Councillor James Homewood  
Councillor John Lawson  
Councillor Hilary Richards  
Councillor John Taylor  
Councillor Judith Hughes

Apologies: Councillor Fazila Fadia  
Councillor David Hall

**1 Membership of the Committee**

Apologies for absence were noted on behalf of Cllrs Fazila Fadia and David Hall.

**2 Minutes of Previous Meeting**

The minutes of the Policy Committee meeting on 3 April 2017, were approved as a correct record.

Cllr Rob Walker also offered his thanks to members for their help and support with the work of the committee and its task and finish groups during the 2016/17 municipal year

Members replied by offering their thanks to Cllr Walker for his work as chair of the Policy Committee in 2016/17.

**3 Interests**

No interests were declared.

**4 Admission of the Public**

Today's meeting was held in public session.

**5 Deputations/Petitions**

No deputations or petitions were received.

**6 Member Question Time**

No questions were submitted.

**7 Update on Social Value**

Cllr Rob Walker, chair of the task and finish group on social value, along with David Bundy, Corporate Policy Officer, provided a progress report on the work of the group to-date.

The report outlined the progress made with the work undertaken in 2016/17, plus the opportunities to build on this with further work with:-

- The Centre for Local Economic Strategies (CLES)
- Calderdale Council and the Yorkshire Purchasing Organisation (YPO)
- Community asset transfers
- Engagement with the third sector and small medium enterprises
- The inclusive growth agenda.

Members of the Policy Committee went on to agree to the recommendations within the report, as set out below

**Resolved**

(1). That the Policy Committee recommends that a report is presented to Cabinet seeking endorsement for the work undertaken by the Policy Committee and its task and finish group on social value in 2016/17

(2). That, as part of (1) above, the report should recommend that a Cabinet Member is identified to take a lead role on a work programme to continue to work towards embedding the social value policy in to our working practices across the council.

**8 Update on Passivhaus**

Following a report to the Policy Committee on 12 September 2016, Cllr Andrew Cooper introduced a revised copy of a proposed policy statement on passive housing.

Cllr Cooper explained that a further meeting of the task and finish group had been convened in January 2017 to consider the concerns raised about the first draft of the document at the Policy Committee on 12 September 2017. These included:-

## Policy Committee - 8 May 2017

- 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
- 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.

Members of the Policy Committee discussed the revised document before voting on the proposal to refer it and its recommendations to Cabinet for consideration

Cllr John Taylor raised a few more questions and reservations about the development of the proposals. In summary, these were:-

- The additional building costs that could still be associated with constructing passive houses
- How the costs and funding for these proposed developments will be met, and
- The balance and membership of the proposed steering group which will include representatives of the council, the Passivehaus Trust and other professional bodies. The membership should reflect a range of views and experience in relation to housing development.

News of these will be shared in the report that is presented to Cabinet

### **Resolved**

(1). That the Policy Committee supports the referral of the report and recommendations from the Policy Committee and its task and finish group during 2015/16 and 2016/17 to Cabinet to consider a policy statement on passive housing

(2). That news of the points raised in today's discussion be included in the report for Cabinet

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**KIRKLEES COUNCIL**

**STRATEGIC PLANNING COMMITTEE**

**Thursday 30th March 2017**

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**

All Members of the Committee were present

**2 Minutes of the Previous Meeting**

**RESOLVED –**

That the Minutes of the Meeting held on 2 March 2017 be approved as a correct record.

**3 Interests and Lobbying**

All Committee Members advised that they had been lobbied in respect of Application 2017/90349.

Councillor Kane advised that he had been in attendance at a presentation, in his capacity as a Councillor for the Dewsbury area, regarding the Dewsbury Waterfront Development which had made reference to Applications 2016/94118 and 2016/94117.

**4 Admission of the Public**

**RESOLVED –**

That a late additional item relating to Application 2014/62/93073 be considered in private session in accordance with the provisions of Clause 5 of Paragraph 1 of Part 1 Schedule 12A of the Local Government Act 1972.

**5 Public Question Time**

No questions were asked.

**6 Deputations/Petitions**

No deputations of petitions were received.

**7 Site Visit - Application No: 2017/90155**

Site visit undertaken.

**8 Site Visit - Application No: 2016/92154**

Site visit undertaken.

**9 Site Visit - Application No: 2017/90349**

Site visit undertaken.

**10 Site Visit - Application No: 2016/94118**

Site visit undertaken.

**11 Site Visit - Application No: 2016/94117**

Site visit undertaken.

**12 Site Visit - Application No: 2017/90022**

Site visit undertaken.

**13 Planning Application - Application No: 2017/90155**

The Committee gave consideration to Planning Application 2017/90155 – Erection of school, formation of outdoor play areas and fenced MUGA and alterations to existing site access and parking at Moor End Academy, Dryclough Road, Crosland Moor.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Chas Ball and Charles Waterhouse (local residents), Debbie Kelly (on behalf of Beaumont Primary Academy), Jane Acklam (on behalf of Moor End Academy) and Marianne McCallum (applicant's agent).

**RESOLVED –**

That the application be deferred to request the submission of further information regarding the travel plan scheme and noise attenuation details.



A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Armer, D Firth, S Hall, Kane and A Pinnock (5 votes)

Against: Councillor Pattison (1 vote)

**14 Planning Application - Application No: 2017/90349**

The Committee gave consideration to Planning Application 2017/90349 – Erection of storage building, garage and salt barn, formation of stone gabion walling and associated works including amendment to site boundary fence Council Depot, Headlands Road, Liversedge.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Chris Johnson (Operational Manager – Headlands Depot).

**RESOLVED –**

That authority be delegated to the Head of Development Management to approve the application (upon expiration of the publicity period), issue the decision notice and finalise conditions including matters relating to; a three year condition, approved plans, materials, noise attenuation/mitigation, contamination and turning areas to be provided prior to occupation, in accordance with submitted plans.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Armer, D Firth, S Hall, Kane, Pattison and A Pinnock (6 votes)

Against: (no votes)

**15 Planning Application - Application No: 2016/94118**

The Committee gave consideration to Planning Application 2016/94118 – Outline application for residential land off Ravensthorpe Road, Dewsbury.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Andrew Rose (applicant's agent).

**RESOLVED –**

That authority be delegated to the Head of Development Management to approve the application, issue the decision notice and finalise conditions including matters relating to; the submission of reserved matters for layout/external appearance/scale/landscaping, commencement of development time limits, highways and transport, provision of affordable housing, provision of public open space, provision of infrastructure to meet education need, flood management and drainage, site remediation, noise, coal mining legacy and ecology.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Armer, D Firth, S Hall, Pattison and A Pinnock (5 votes)

Against: Councillor Kane (1 vote)

**16 Planning Application - Application No: 2016/94117**

The Committee gave consideration to Planning Application 2016/94117 – Outline application for residential development (C3) at land off Lees Hall Road, Dewsbury.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Andrew Rose (applicant's agent).

**RESOLVED –**

That authority be delegated to the Head of Development Management to approve the application, issue the decision notice and finalise conditions including matters relating to; the submission of reserved matters for layout/external appearance/scale/landscaping, commencement of development time limits, highways and transport, provision of affordable housing, provision of public open space, provision of infrastructure to meet education need, flood management and drainage, site remediation, coal mining legacy and ecology.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Armer, D Firth, S Hall, Kane, Pattison and A Pinnock (6 votes)

Against: (no votes)

**17 Planning Application - Application No: 2016/92154**

The Committee gave consideration to Planning Application 2016/92154 – Erection of 5 dwellings at land at James Street, Liversedge.

**RESOLVED –**

That authority be delegated to the Head of Development Management to approve the application (upon expiration of the publicity period), issue the decision notice and finalise conditions including matters relating to; a three year time limit, plans and specifications, site clearance, lighting design strategy, parking areas to be surfaced and drained, turning head to be hardened and drained surface, 2 metre footway to be constructed along the James Street development frontage, construction method statement, cycle storage facilities, phase I preliminary risk assessment, phase II site investigation, submission of remediation strategy, implementation of remediation strategy, submission of validation report, electric

vehicle charging points, noise report and mitigation measures and ecology mitigation/enhancement plan/implementation programme.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Armer, D Firth, S Hall, Kane, Pattison and A Pinnock (6 votes)

Against: (no votes)

**18 Planning Application - Application No: 2016/92254**

The Committee gave consideration to Planning Application 2016/92254 – Erection of 24 dwellings at land off Colders Lane, Meltham, Holmfirth.

**RESOLVED –**

- 1) That authority be delegated to the Head of Development Management to approve the application, issue the decision notice and finalise conditions including matters relating to; a one year time limit condition, development in accordance with approved plans, approval of samples of materials, scheme for construction and specification of the access road, scheme for off-site highway works at Colders Lane/Green End Road junction, construction management plan, condition survey and remedial works to Colders Lane, private parking spaces surfaced in permeable material, surfacing of courtyard for plots 1-3, landscaping scheme for area where attenuation tank is located (based on native plant species), restriction on windows being formed in the side walls of plots 1, 14 and 22, detailed drainage scheme to be submitted and approved, scheme for bird nesting opportunities, provision of electric vehicle charging points, remediation scheme for contaminated land, intrusive site investigation report and remediation strategy to deal with coal mining legacy, and details of arrangements for collection of waste.
- 2) That a Section 106 agreement be secured to cover; (i) public open space provisions including an off-site commuted sum (£64,000) and future maintenance and management responsibilities of open space within the site (ii) off-site highway works for junction improvements as proposed in the application (iii) a contribution towards the provision of Metro Cards of £10,650 and (iv) a clause to reappraise the viability of the scheme and its ability to deliver affordable housing in the event that the dwelling foundations and surface water attenuation scheme are not completed within 30 months of a lawful commencement of development.
- 3) That, pursuant to (2) above, in circumstances where the S106 Agreement has not been completed within three months of this decision, the Head of Development Management shall be authorised to consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that it would have secured, and would therefore be permitted to determine the application and impose appropriate reasons for refusal under delegated powers.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors S Hall, A Pinnock and Pattison (3 votes)  
Against: Councillors D Firth and Kane (2 votes)  
Abstained: Councillor Armer

**19 Planning Application - Application No: 2017/90022**

The Committee gave consideration to Application 2017/90022 – Erection of extension to existing factory at St Andrew's Road, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Andrew Suterlick (on behalf of the applicant).

**RESOLVED –**

That authority be delegated to the Head of Development Management to approve the application, issue the decision notice and finalise conditions including matters relating to; three years commencement timeframe, accordance with approved plans, landscape/maintenance, samples of materials, unexpected remediation, drainage, finished floor levels in accordance with the Flood Risk Assessment, highway surfacing to be laid out prior to first use, existing access closed off, update of travel plan to respond to enlarged building and details of mitigation scheme for the loss of trees submitted prior to any works being carried out on the trees.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors Armer, D Firth, S Hall, Kane, Pattison and A Pinnock (6 votes)  
Against: (no votes)

**20 Position Statement - Application No: 2016/92055**

The Committee received a position statement in respect of Planning Application 2016/92055 – Erection of 109 dwellings with associated works at land to the east of Crosland Road, Lindley and were invited to comment upon the application.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Paul Thornton (on behalf of the applicant).

**RESOLVED –**

That the Position Statement be received and noted.

**21 Exclusion of the Public**

**RESOLVED –**

That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business, on the grounds that it involves the likely disclosure of exempt information, as defined in Part 1 of Schedule 12A of the Act.

**22 Planning Application - Application No - 2014/62/93073**

(Exempt information by virtue of Clause 5 of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972 and by virtue of Regulation 21(1)(A) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000).

The Committee agreed to receive a report relating to land off New Lane, Cleckheaton, as a late/urgent item. The report provided information relating to Counsel legal opinion received in respect of Appeal APP/Z4718/W/16/3147937).

**RESOLVED –**

That the report be received and noted.

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**KIRKLEES COUNCIL**

**STRATEGIC PLANNING COMMITTEE**

**Thursday 27th April 2017**

Present: Councillor Paul Kane (Chair)  
Councillor Carole Pattison  
Councillor Andrew Pinnock  
Councillor Bernard McGuin  
Councillor Ken Sims  
Councillor Mohan Sokhal

**1 Membership of the Committee**

Councillor Sokhal substituted for Councillor S Hall.

Councillor McGuin substituted for Councillor B Armer.

Councillor Sims substituted for Councillor D Firth.

The Committee agreed to appoint Councillor Kane as Chair for the duration of the meeting.

**2 Minutes of the Previous Meeting**

Approved as a correct record.

**3 Interests and Lobbying**

Members declared interests and identified planning applications on which they had been lobbied as follows:

Councillors Kane, McGuin, Pattison, A Pinnock, Sims and Sokhal declared they had been lobbied on application 2016/93688.

Councillor McGuin declared an 'other' interest in application 2016/93688 on the grounds that his grandson attended Highburton First School.

Councillors Kane, McGuin, Pattison, A Pinnock, Sims and Sokhal declared they had been lobbied on application 2016/93428.

Councillors Kane and A Pinnock declared they had been lobbied on application 2017/90180.

Councillor Kane declared that he had met with the applicants of application 2016/93514 in his capacity as a ward councillor to have general discussions regarding the proposed development.

**4 Admission of the Public**

All items were taken in public session.

**5 Public Question Time**

The Committee received a question from Peter Schofield on behalf of the Lindley Moor Action Group in regards to the validity of the Air Quality Management report and the implications of Birchencliffe being designated as an Air Quality Management area. The Chair and the Planning Development Management Group Leader responded to the questions.

**6 Deputations/Petitions**

No deputations or petitions were received.

**7 Site Visit - Application No: 2017/90180**

Site visit undertaken.

**8 Site Visit - Application No: 2016/93514**

Site visit undertaken.

**9 Site Visit - Application No: 2017/90077**

Site visit undertaken.

**10 Site Visit - Application No: 2016/93688**

Site visit undertaken.

**11 Planning Application - Application No: 2017/90155**

The Sub-Committee gave consideration to Planning Application 2017/90155 Erection of school, formation of outdoor play areas and fenced MUGA and alterations to existing site access and parking Moor End Academy, Dryclough Road, Crosland Moor, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Marianne McCallum (Agent), Jo-Anne Sanders (Kirklees Council) and Charles Waterhouse (Objector).



**RESOLVED –**

- 1) Delegate approval of the application and the issuing of the decision notice to the Head of Development Management in order to complete the list of conditions contained within the considered report including:
  1. A 3 year Time limit condition
  2. Development to be in accordance with approved plans
  3. Highways requirements
  4. Inclusion of the Sport England requirements
  5. Inclusion of Environmental Services conditions
  6. Inclusion of Yorkshire Water condition
  7. Kirklees Council Drainage requirements
  8. Tree Planting scheme
  9. Use of 3G Pitch
  10. Hours of construction
  11. Implementation of an Acoustic Barrier
  12. Hours of Use of floodlights
  13. Contaminated Land requirements
  14. Removal of existing modular classrooms
  15. Secure By Design
  
- 2) Additional conditions to include a Construction Traffic Management Plan and Travel Plan.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Kane, McGuin, Pattison, A Pinnock, Sims and Sokhal (6 votes).  
Against: (0 votes).

**12 Planning Application - Application No: 2016/93428**

The Sub-Committee gave consideration to Planning Application 2016/93428 Part demolition of existing mills and erection of 45 dwellings and 16 apartments. Re-use of existing mill building and alterations to form workshop, car storage, restaurant, function suite and ancillary office space and formation of car park. Conversion of mills to hotel and offices (Listed Building) Washpit Mills, Choppards Lane, Cartworth Moor, Holmfirth.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Celia Kilner and Michael Martin (on behalf of Neighbours of Washpit Group).

**RESOLVED –**

To inform the Planning Inspectorate that the Local Planning Authority would have refused the application had its determination remained within its remit.

Contrary to the Officer's recommendation, the Committee considered that the connections between the application site and the nearest settlement of Holmfirth

## Strategic Planning Committee - 27 April 2017

were extremely limited for pedestrians and users of public transport and that improvements in these connections were considered to be essential for ensuring the sustainability of the development so that occupants of the proposed residential units, employees and visitors of the non-residential elements of the development were not isolated from the facilities and services of Holmfirth or over dependent upon motor vehicles. The mitigation measures proposed by the applicant to highway improvements on Green Lane/Washpit New Road were considered to be insufficient and would fail to improve the connectivity of the site. The Committee concluded that the development failed to comply with policies T16, BE1 of the Kirklees UDP and section 4 (Promoting Sustainable Transport) of the National Planning Policy Framework.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Kane, McGuin, Pattison, A Pinnock, Sims and Sokhal (6 votes).

Against: (0 votes)

### 13 **Planning Application - Application No: 2017/90180**

The Sub-Committee gave consideration to Planning Application 2017/90180  
Erection of 95 dwellings with access from Yew Tree Road and Burn Road Land at  
Ainley Top/Yew Tree Road/Burn Road, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Mike Chalker and Michael Martin (objectors) and Richard Irving (agent).

#### **RESOLVED –**

- 1) Delegate approval of the application and the issuing of the decision notice to the Head of Development Management to resolve technical issues with the remediation of coal mine entries within the site to the satisfaction of the Coal Authority and complete the list of conditions contained within the considered report including:
  1. A time limit condition
  2. Development to be in accordance with approved plans
  3. Approval of sample of materials
  4. Detailed highway design
  5. Contaminated land
  6. Measures to deal with coal mining legacy as may be necessary
  7. Lighting strategy for biodiversity
  8. Landscape and ecological management plan
  9. Construction environmental management plan
  10. Development in accordance with arboricultural method statement (and evidence provided)
  11. Details of any additional tree works that may be required during construction
  12. Archaeological investigation

## Strategic Planning Committee - 27 April 2017

13. No building within 3m of sewers across the site
  14. Detailed drainage scheme
  15. Watercourse piping
  16. Flood routing plan
  17. Temporary drainage scheme for construction
  18. Electric vehicle charge points
  19. Sound attenuation measures
- 2) That the Head of Development be authorised to secure a S106 agreement to cover the following matters as detailed in the considered report and the update list:
1. Affordable housing provision
  2. Off-site highway works for junction improvements to Halifax Road/East Street junction (£75,000)
  3. Contribution towards education requirements arising from the development (£234,752)
  4. Contribution towards travel plan monitoring (£10,000)
  5. A reduction of 50% in the original recommended Metro Card contribution of £46,659 with the balance being used towards off-site affordable housing provision
  6. Contribution to bus shelter upgrade on Yew Tree Road (£10,000)
  7. Off-site contribution towards the upgrade of the existing play facility at Birchencliffe recreation ground off Halifax Road. This is in lieu of on-site equipped play provision. The normal cost for an equipped play facility and maintenance costs would be approximately £90,000
  8. Arrangements for the long term maintenance and management of public open space and areas of incidental open space within the site (including those areas containing the drainage detention basins)
  9. Future maintenance and management responsibilities for the drainage infrastructure
- 3) An additional matter for inclusion in the S106 agreement to secure a contribution to provide netting to protect the housing units from the sporting activities on the adjacent rugby playing field.
- 4) That, pursuant to (2) above, In the circumstances where the S106 agreement has not been completed within 3 months of the date of the Committee's resolution, the Head of Development Management shall consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured, and be authorised to determine the application and impose appropriate reasons for refusal under delegated powers.

In addition it was also agreed that:

1. Further negotiations with the developer should take place in order to try and secure a higher percentage towards the affordable housing provision.
2. Work would be undertaken to explore air quality mitigation measures.

## Strategic Planning Committee - 27 April 2017

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

1. A vote to defer the application.  
For: Councillors McGuin, A Pinnock and Sims (3 votes).  
Against: Councillors Kane, Pattison and Sokhal (3 votes).  
The Chair used his casting vote to defeat the motion to defer the application.
2. A vote to support the officer recommendation.  
For: Councillors Kane, Pattison, A Pinnock and Sokhal (4 votes).  
Against: Councillors McGuin and Sims (2 votes).

### 14 Planning Application - Application No: 2016/93688

The Sub-Committee gave consideration to Planning Application 2016/93688 Erection of 97 dwellings along with associated access, drainage works, landscaping and public open space Land to the south of Burton Acres Lane, Highburton, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Gina Dean, Sarah Ruttle, Chris Shaw, Sara Hughes, Sarah Bell, John Goodyear (objectors) and Mark Lane (agent). Under the provisions of Council Procedure Rule 36 (1) the Committee received representations from Cllr's Bill Armer, Richard Smith and John Taylor (Local Ward Members).

#### RESOLVED –

- 1) Delegate approval of the application and the issuing of the decision notice to the Head of Development Management in order to complete the list of conditions within the considered report including:
  1. A time limit condition
  2. Development to be in accordance with approved plans
  3. A detailed drainage scheme
  4. Temporary drainage scheme for construction
  5. Ecological method statement
  6. Landscape and ecological management plan
  7. Lighting design strategy for biodiversity
  8. Tree protection plan
  9. Contaminated land and coal mining legacy investigation and remediation
  10. Electric vehicle charge in points
  11. Surfacing of parking spaces
  12. Provision of sightlines
  13. Detailed highway design
- 2). That the Head of Development Management be authorised to secure a S106 agreement to cover the following matters:

## Strategic Planning Committee - 27 April 2017

1. Public open space provisions including off site commuted sum (£89,000) and future maintenance and management responsibilities of open space within the site
  2. 20% of total number of dwellings to be affordable with a tenure split of 55% being Social Rented and 45% being Sub Market
  3. Delivery of affordable units within the first two phases of development (13 units within phase 1 and 6 units within phase 2)
  4. £233,115 towards Education requirements arising from the development
  5. Provision of Metro Cards & bus shelter upgrade (£33,820)
  6. Future maintenance and management responsibilities for the drainage infrastructure.
- 3) That, pursuant to (2) above, in the circumstances where the S106 agreement has not been completed within 3 months of the date of the Committee's resolution, the Head of Development Management shall consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured, and be authorised to determine the application and impose appropriate reasons for refusal under Delegated Powers.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Kane, Pattison, A Pinnock and Sokhal (4 votes).

Against: Councillors McGuin and Sims (2 votes).

### 15 Planning Application - Application No: 2017/90077

The Sub-Committee gave consideration to Planning Application 2017/90077  
Erection of 85 bed care home with associated car parking and landscaping Busker Lane, Scissett, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Patrick Coyne (objector), David Bennett (Agent) and Carley Rawlinson (on behalf of the applicant).

#### RESOLVED –

- 1) Delegate approval of the application and the issuing of the decision notice to the Head of Development Management in order to complete the list of conditions contained within the considered report including:
  1. A 3 year time limit condition
  2. Development to be in accordance with Approved plans
  3. Approval of materials to be used
  4. Tree protection
  5. Landscaping details
  6. Ecological enhancement details
  7. Contaminated Land
  8. Noise from plant room

## Strategic Planning Committee - 27 April 2017

9. Odour/Extraction/Ventilation
  10. Lighting
  11. Boundary treatment
  12. Parking areas to be provided prior to use commencing
  13. Parking areas to be hard surfaced and drained
  14. Visibility Splays to be provided in accordance with approved plans
  15. Details of CCTV
  16. Drainage
  17. Construction Management Plan
  18. Bin store details
- 2) An additional condition that, subject to a tree survey, the removal of trees close to the site entrance be undertaken outside of the nesting season.
- 3) That the Head of Development Management be authorised to secure a S106 agreement to cover the following matters:
1. Dementia care to be provided as part of the proposed care facility

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Kane, McGuin, Pattison, A Pinnock, Sims and Sokhal (6 votes).  
Against: (0 votes).

### **16 Planning Application - Application No: 2017/90473**

The Committee gave consideration to Planning Application 2017/90473 Erection of 1 dwelling Springfield Farm, Moorside, Cleckheaton.

#### **RESOLVED –**

Delegate approval of the application and the issuing of the decision notice to the Head of Development Management in order to complete the list of conditions contained within the considered report including:

1. A 3 year time limit condition
2. Development to be in accordance with approved plans
3. Samples of materials
4. Removal of permitted development rights
5. Surfacing of parking areas
6. Electric vehicle charging point
7. Reporting of unexpected contamination
8. Ecological Design Strategy

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Kane, McGuin, Pattison, A Pinnock, Sims and Sokhal (6 votes).  
Against: (0 votes).

**17 Position Statement - Application No: 2016/93514**

The Committee received a position statement in respect of Planning Application 2016/93514 Erection of 149 dwellings with associated car parking, access, landscaping, public open space and drainage works Land off, Rumble Road, Dewsbury and was invited to comment upon the application.

The Committee noted the contents of the report and provided comments to the questions outlined in the submitted report.

**RESOLVED –**

That the Position Statement be received and noted.

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## AGENDA ITEM 17

### COUNCIL MEETING

Tuesday 11 July 2017

#### Written Questions to Chairs of Committees and Nominated Spokespersons

**(1) Question by Councillor Wilkinson to the Chair of Corporate Governance and Audit Committee (Councillor Richards)**

“I have read the Liquidator’s 1<sup>st</sup> Annual Report on Fresh Horizons Limited with interest. I am reminded that when this matter was last discussed by Council about a year ago Cllr Sheard agreed and it was decided that the Corporate Governance and Audit Committee should commission a report from officers about the circumstances around the failure of the company.

When will this be available?”

**Councillor Richards to Respond**

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## Department for Communities and Local Government

**Marcus Jones MP**  
*Minister for Local Government*

**Department for Communities and Local  
Government**

Fry Building  
2 Marsham Street  
London  
SW1P 4DF

Cllrs David Sheard, Nicola Turner,  
Andrew Cooper, Charles Greaves  
Kirklees Metropolitan Council  
PO Box B24  
Civic Centre 3  
Huddersfield  
HD1 2TG

Tel: 0303 444 3460  
Fax: 020 7035 0018  
Email: [marcus.jones@communities.gsi.gov.uk](mailto:marcus.jones@communities.gsi.gov.uk)

[www.gov.uk/dclg](http://www.gov.uk/dclg)

Our Ref: 3273698

25 APR 2017

*Dear Councillors,*

Thank you for your letter of 31 January to David Mowat MP about the funding of adult social care. I have been asked to reply and I apologise for the delay in so doing.

I appreciate the time you have taken to write on this matter. I am very aware of the pressures on adult social care and the impact this has on overall council budgets and I know that your council, like many across the country, has worked hard to find efficiencies and deal with these pressures. I also know that we have a lot more to do to ensure that the NHS and local authorities provide a seamless and joined up service to vulnerable people.

The Government has already taken several steps during this Parliament to help secure a strong and sustainable social care system. Most recently on Wednesday 8 March the Chancellor announced that councils will receive an additional £2 billion over the next three years for social care; with £1 billion of this to be provided in 2017-18. Of this Kirklees will receive £8,258,779 in 2017-18, £5,297,822 in 2018-19 and £2,627,812 in 2019-20, on top of the flexibility it has to use the adult social care precept and the improved Better Care Fund money announced at Spending Review 2015.

Taken together with the steps announced as part of the Local Government Finance Settlement, this means that councils will have access to £9.25 billion more dedicated funding for social care over the next three years, as a result of measures introduced by the Government since 2015.

In the longer term, the Government is committed to establishing a fair and more sustainable basis for adult social care, in the face of future demographic challenges. We will set out proposals in a green paper to put the system on a more secure and sustainable long term footing.

*Your sincerely,*

*Marcus Jones*

**MARCUS JONES MP**

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