

# Public Document Pack



**Service Director – Legal, Governance and  
Commissioning**

**Julie Muscroft**

The Democracy Service

Civic Centre 3

High Street

Huddersfield

HD1 2TG

**Tel:** 01484 221000

Please ask for: Penny Bunker

Email: penny.bunker@kirklees.gov.uk

Friday 17 November 2017

## Notice of Meeting

Dear Member

### Overview and Scrutiny Management Committee

The **Overview and Scrutiny Management Committee** will meet in the **Council Chamber - Town Hall, Huddersfield** at **10.00 am** on **Monday 27 November 2017**.

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

The items which will be discussed are described in the agenda and there are reports attached which give more details.

A handwritten signature in black ink, appearing to read "Julie Muscroft".

**Julie Muscroft**

**Service Director – Legal, Governance and Commissioning**

Kirklees Council advocates openness and transparency as part of its democratic processes. Anyone wishing to record (film or audio) the public parts of the meeting should inform the Chair/Clerk of their intentions prior to the meeting.

## **The Overview and Scrutiny Management Committee members are:-**

### **Member**

Councillor Julie Stewart-Turner (Chair)

Councillor Gulfam Asif

Councillor Cahal Burke

Councillor Elizabeth Smaje

Councillor Rob Walker

# Agenda

## Reports or Explanatory Notes Attached

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**Pages**

**1: Membership of Committee**

To receive apologies for absence of Members who are unable to attend the meeting.

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**2: Minutes of Previous Meeting**

1 - 8

To approve the Minutes of the meeting of the Committee held on 18 September 2017.

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**3: Interests**

9 - 10

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

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**4: Admission of the Public**

Most debates take place in public. This only changes when there is a need to consider certain issues, for instance, commercially sensitive information or details concerning an individual. You will be told at this point whether there are any items on the Agenda which are to be discussed in private.

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**5: Council Leader and Deputy Leader Portfolio Priorities**

Councillor David Sheard, Leader of the Council and Councillor Shabir Pandor will attend the meeting to set out their priorities for the Council.

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**6: Effective Regional Working Progress Report**

11 - 16

To consider an update on regional working.

Contact: Nick Howe, Corporate Policy Officer. Tel: 01484 221000

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- 7: Lead Member Update Reports** 17 - 28
- To receive progress reports from the Chair and scrutiny panel Lead Members on the highlights of panel work since the last meeting of the Scrutiny Committee.
- Contact: Penny Bunker, Governance Manager
- 
- 8: Request to Establish an Ad Hoc Scrutiny Panel** 29 - 32
- To consider a request to establish an Ad Hoc Scrutiny Panel to look at Elective Home Education.
- Contact: Councillor Cahal Burke / Yolande Myers, Governance and Democratic Engagement Officer.
- 
- 9: Appointment of Scrutiny Co-optee** 33 - 36
- To consider a request to reappoint a former co-optee to serve on the Corporate Scrutiny Panel for the remainder of the 2107/18 municipal year.
- Contact: Penny Bunker, Governance Manager
- 
- 10: Scrutiny Committee Work Programme/Future Meetings Schedule** 37 - 40
- To note the proposed agenda plan for future meetings of the Committee.
- To agree an additional date for a meeting of the Committee on 26 February 2018.
- Contact: Penny Bunker, Governance Manager
- 
- 11: Exclusion of the Public**
- To resolve that 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.
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## **12: Scrutiny of Crime and Disorder**

41 - 46

As part of Scrutiny's statutory responsibility to consider crime and disorder issues, the Committee will consider an update focussing on the partnership approach to tackling gangs.

Contact: Carol Gilchrist, Head of Communities. Tel: 01484 221000

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Contact Officer: Penny Bunker

## KIRKLEES COUNCIL

### OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

**Monday 18th September 2017**

Present: Councillor Julie Stewart-Turner (Chair)  
Councillor Gulfam Asif  
Councillor Cahal Burke  
Councillor Elizabeth Smaje  
Councillor Rob Walker

In attendance: Tom Ghee, Group Engineer - Flood Management and PROW

**10 Membership of Committee**

All members of the committee attended the meeting.

**11 Minutes of Previous Meeting**

The minutes of the Meeting held on 3 July 2017 were agreed as a correct record.

**12 Interests**

There were no interests declared.

**13 Admission of the Public**

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

**14 Approval of Scrutiny Panel Work Programmes**

The Management Committee considered a report which set out its role in coordinating the work programmes of the four standing Scrutiny Panels and monitoring progress against delivering the work programmes throughout the municipal year. The Committee considered the draft work programmes for the following panels;

- Health and Adult Social Care Scrutiny Panel
- Children's Scrutiny Panel
- Corporate Scrutiny Panel

In respect of the Economy and Neighbourhoods Scrutiny Panel, Councillor Rob Walker, Lead member of the Panel advised the Committee that the initial meeting of the panel had been rearranged. In the interim he had met with the portfolio holders and Strategic Director and identified potential issues which would be subject to further discussions with Panel members before a final programme could be provided to the Management Committee.

In respect of the Health and Adult Social Care Scrutiny Panel, Councillor Liz Smaje, Panel Lead member, advised the Committee that the Panel would be looking at preparation for winter, proposals for podiatry services and suicide prevention at its October meeting. It was noted that the suicide prevention issue had been a referral

## Overview and Scrutiny Management Committee - 18 September 2017

from the House of Commons Health Select Committee to seek reassurance that a Suicide Prevention Strategy was in place and being delivered within Local Authorities.

In commenting on the work programme, Councillor Stewart Turner identified the potential size of some of the items on the work programme. Councillor Smaje indicated that issues such as the financial position of the two Clinical Commissioning Groups would be considered together. The Panel would look at both strategy and finance as one item in January 2018. Councillor Stewart Turner welcomed that the Panel was monitoring Care Quality Commission reports and made particular reference to the issues that had been identified concerning midwifery. Councillor Smaje informed the Committee that an action plan was in place and the Panel would be maintaining an overview of the findings of CQC reports and the response to recommendations. It was also noted that Attention Deficit Hyperactivity Disorder (ADHD) within adults would also be revisited in April 2017. Councillor Stewart Turner welcomed the progress that had been made in this area following an in-depth Scrutiny report in 2005, at which time there were no services for adults across the district.

The Committee continued to look at the proposed work programme for the Children's Scrutiny Panel. It was noted that the implementation of the Improvement Plan and the recommendations of the Ad-Hoc Scrutiny Panel would be a significant area of focus. An initial update on the progress against the improvement plan had been requested for the meeting on 9 Oct 17. The panel would also be looking at aspects of performance management to identify specific areas of focus. A further area of scrutiny for the panel would be Corporate Parenting and supporting children and care leavers. The panel wanted to be sure that the Council was meeting its responsibilities and that the voice of the child was clearly heard as part of work in this area. The panel had identified elective home. As another area where the Council needed to ensure it had robust processes for children who were not engaged in traditional education delivery. As part of this work there would be a discussion about the introduction of a pathway to prosecution.

Councillor Cahal Burke continued to explain that special educational needs was a further area of focus. With an Ofsted inspection due in the future, the Panel wanted to ensure that the Council had prepared effectively and could demonstrate effective working in this area.

Councillor Smaje asked how the Panel would be looking at the improvement plan and whether it would seek to involve groups outside of the Council or just internal officers. Councillor Burke indicated that the Panel had not formally agreed how it would be carrying out the work and needed to consider an initial overview before agreeing a way forward.

Councillor Stewart Turner noted that the Scrutiny Panel was intending to continue to receive the minutes of the CSE and Safeguarding Member Panel on a quarterly basis. It was suggested that the work being undertaken by the CSE Member Panel may at some point come into Scrutiny's remit. Councillor Cahal Burke said initially his intention was to ensure that the same work was not being duplicated in different panel arenas.



## Overview and Scrutiny Management Committee - 18 September 2017

Management Committee moved on to consider the proposed work programme for the Corporate Scrutiny Panel which was introduced by Councillor Gulfam Asif. The Committee noted that the Scrutiny Panel would be monitoring the on-going financial position of the Council with particular reference to how the identified budget savings were being achieved. The Panel would also be considering the Democracy Commission work streams, focusing initially on those that could be progressed without further political discussion.

The Corporate Scrutiny Panel had a number of broad issues on its work programme and Councillor Asif confirmed that the Panel had tried to identify specific areas of focus. The IT work stream would focus on looking at the operation of the Citizen's Account as well as understanding the support offered for the less IT literate members of the public, to ensure they were not disenfranchised by an increasing move towards IT solutions. The Corporate Scrutiny Panel would also consider the move to the local authority becoming a commissioning authority and how Scrutiny might be able to assist in this area. In respect of procurement, the Panel was going to understand the current process requirement and influence a review that was being undertaken. The Panel would also scrutinise the Deloitte Project and consider how the competing priorities highlighted as part of the Policy Committee's social value work might be considered as part of the Deloitte project work. There was a further work stream on assets, with the Panel gaining an understanding of the legal and policy requirements and looking at the current priorities for the Council.

The Corporate Panel had also considered the possibility of a Scrutiny Charter to explain the purpose of Scrutiny and approach being taken in Kirklees. The Scrutiny Committee felt that such a proposal required further consideration.

Councillor Asif also highlighted that the Bereavement Services charging policy report was due to go to Cabinet on Tuesday 19 September 2017. Councillor Asif acknowledged that it was too late for Scrutiny to have a meaningful input into the proposals however he would be raising his concerns.

In respect of the Deloitte's work stream, Councillor Rob Walker highlighted the work on social value undertaken by the Policy Committee in respect of procurement within the authority. He suggested that the Scrutiny Panel might wish to meet with the Asset Transfer Network, which is made up of groups who had been involved with asset transfers, as they had relevant views to the Kirklees approach. Councillor Burke suggested that the Panel might explore the other options that are considered by the Council where groups were not able to take on a full asset transfer.

There followed a discussion on the need for Scrutiny work to be outcome focused. Panels need to be sure of the outcomes they are intending in looking at a particular issue. Also to explore with services the outcomes they were looking for in taking a particular approach and how those outcomes would be measured.

The Committee welcomed that the Democracy Commission work streams formed part of the Corporate Scrutiny Panel work programme. It was considered important that the excellent work of the Democracy Commission was followed up and agreed recommendations taken forward.

## **Overview and Scrutiny Management Committee - 18 September 2017**

Councillor Rob Walker outlined potential work programme issues for the Economy and Neighbourhoods Scrutiny Panel. It was noted that the Panel was due to meet on 4 October 2017 in order to discuss and agree the Work Programme. The proposed issues included an update on the new Skills Strategy for Kirklees, a look at housing issues including the Age Designation Policy and approach to extra care homes. The Waste Management Strategy was also identified including the approach to recycling and new expectations and targets from Government. The Panel would look at town centres, focusing particularly on Dewsbury and Huddersfield but would also look at the theme of Thriving Towns and Villages. A final proposed item focused on communities and neighbourhoods, looking at the work of Comoodle in supporting communities and the sustainability of the Comoodle project once initial funding had run out. Councillor Stewart-Turner also asked that the wider approach to helping communities to do more for themselves and Councils framework for support could possibly be included as part of the scope of this item. In considering Councillor Rob Walkers update, Councillor Burke suggested as part of the housing item aspects of sheltered housing could be included. Councillor Smaje acknowledged that there was a crossover between the work of the Health and Adult Social Care Scrutiny Panel and the Economy and Neighbourhoods Scrutiny Panel regarding extra care homes. It was an important there was no duplication between Panels and that they were clear regarding areas of focus.

Councillor Smaje also suggested that accessibility to waste management facilities was an issue and explained that one site located in North Kirklees was not fully accessible to people with disabilities. Councillor Rob Walker undertook to include accessibility as part of considerations.

Councillor Stewart-Turner thanked the Lead Members for the work they had done in developing work programmes. It was agreed that lead members would report back on the progress of Panel work to each of the Overview and Scrutiny Management Committee Meetings.

### **RESOLVED –**

That the proposed Work programmes for the Children's, Health and Adult Social Care and Corporate Scrutiny Panels be noted and approved.

1. That the provisional items for the Economy and Neighbourhoods Work programme be noted, subject to further discussion at the Scrutiny Panel meeting on 4 October 2017.
2. That the lead members report back on the work of Scrutiny Panels at each meeting of the Overview and Management Committee.

## **15 Statutory Item - Update on preparation for winter flooding**

As part of Scrutiny's statutory responsibilities the Management Committee considered the work being undertaken in preparation for winter flooding within the Kirklees district. Cabinet member, Councillor Peter McBride and Tom Ghee, Group engineer, Floor Management, attended for this item.

The Management Committee noted an update on the recommendations made on the Local Flood Risk Management Strategy in January 2017 including issues raised around community engagement, the Calderdale Volunteer Project and member

## Overview and Scrutiny Management Committee - 18 September 2017

engagement work. The plan has escalated a number of actions that the Council take in response to the forecast of flooding, with actions being triggered by joint decision between the Emergency Planning and Flood Management teams.

The Committee also welcomed that the Council had changed its approach to highway gully emptying to a demand management led process. Routes have been altered to prioritise those gullies on winter gritting routes to be emptied twice yearly and to be able to respond reactively to reports of blocked gullies on all other roads. The programme of assessments and upgrades to trash grilles which protect highway culverts was continuing.

The report also indicated a 6 year programme, funded by a £1.1 million grant from the Environment Agency, had begun to repair and maintain the original capacity of old culverts.

The Management Committee noted the update on working with partners in the local community to deliver areas within the Flood Risk Management Strategy. It was noted that it was difficult to mobilise at risk communities in Kirklees when they had yet to experience flooding. The service continued to take an opportunistic approach and engage with existing community groups wherever possible.

At the previous meeting of the Management Committee where Flood Risk Management had been considered, the Management Committee had felt that local ward members should be better informed about the main drainage and flood risk issues within their ward.

The report continued to set out the proposal to produce an A3 leaflet which would contain local flood information. It was proposed that 2 pilot wards were chosen, Home Valley South and Newsome, to attract consultation feedback from areas that had different characteristics with regard to flood risk.

The Management Committee welcomed the update report and clarified details regarding how gullies that were not on gritting routes were identified. Mr Ghee explained that previous records were used but also a sophisticated Geographical Information System which enabled officers to see the cluster of gully's within the network that were effected at particular locations. The Committee was advised that many of the gully pots were put in place in the 1920's and needed updating to improve their capacity and grille size.

The problem of debris from building sites leading to silted up drains was highlighted. Mr Ghee indicated that this should be picked up as part of planning enforcement.

The Management Committee continued to discuss the challenges facing local people when Yorkshire Water identified a particular issue as requiring council involvement whilst at the same time the council suggest it was a Yorkshire Water responsibility. It was suggested that residents needed guidance to understand the responsibilities of different agencies.

The Committee considered how ward members were involved in the development of the ward based summary. Mr Ghee explained the work that was going on in Newsome and Holme Valley South which would produce a template that could be

refined for each ward. Officers were listening to ward councillors to understand what was required and would be most useful.

Management Committee was concerned that the early involvement work with communities had not progressed as hoped. Mr Ghee explained the work that had been undertaken within the Cleckheaton area, but communities were very passive were they had not been directly affected by flooding.

Councillor Asif suggested social media campaigns might be appropriate to help to make it clear to communities and put across key messages. It was also suggested that the Kirklees representative on the Yorkshire Water Board be made aware of the challenges facing local communities when contacting Yorkshire Water.

**RESOLVED –**

1. Councillor Peter McBride, Cabinet Portfolio holder and Tom Ghee, Group Engineer, Flood Management, be thanked for attending the Committee and outlining work being undertaken in preparation for winter flooding within the Kirklees District.
2. That officers raise with a Kirklees representative on Yorkshire Water, Management Committee's concerns about public information.

**16 Lead Members Update Report**

The Chair of Scrutiny and the Scrutiny Panel Lead Members provided an update on work they had undertaken since the previous meeting of the Committee. The Committee also discussed the format for future lead member reports.

Councillor Stewart Turner shared information on briefings she had undertaken regarding Performance Management, the Enforcement Partnership and policy development work. It was also noted that the Scrutiny investigation into the bus gates decision making process had been completed and would be reporting back to Council. The work of the Joint Health Scrutiny Committee looking at the Calderdale and Huddersfield reconfiguration proposals had been approached in a professional way and a decision to refer concerns to the Secretary of State had been agreed at the meeting on 21 July 2017. Councillor Stewart-Turner had met with the Chief Executive to discuss a range of issues including the Ombudsman annual review letter and options to pursue joint briefings with Lead Members and portfolio holders where appropriate.

Councillor Asif updated on his lead member briefing with the Chief Executive where consideration had been given to potential areas for the Panel Work Programme. An initial meeting of the Scrutiny Panel had been held and there had been an effort to provide areas of focus for the broad programme issues that had been identified at the briefings stage.

Councillor Burke, Lead member for Children's Scrutiny Panel updated on the meeting he had held with Directors and officers within Children Services. The relationship with Cabinet members was working well. Councillor Burke raised initial concerns about being able to get all the information necessary for the Panel to look at the issue identified within the work programme. Issues included the social work model used within Kirklees, including looking at the Leeds approach. The Panel

## **Overview and Scrutiny Management Committee - 18 September 2017**

would also be looking at elective home education and special educational needs support in preparation for an Ofsted inspection.

Councillor Smaje provided an update on the work programme and meetings of the Health and Adult Social Care Scrutiny Panel. The Panel would be looking at the new Wellness Model at its meeting in September 2017. The Mental Health Scrutiny report had been to Council and stimulated a good debate on the issues raised by the Scrutiny investigation. Councillor Smaje also indicated that the West Yorkshire Scrutiny Committee would be meeting in October and the Mid Yorkshire Joint Health Scrutiny Committee would also be meeting in due course to oversee the implementation of the Mid Yorkshire Hospitals Trust service reconfiguration.

Councillor Rob Walker, Lead member for the Economy and Neighbourhoods Scrutiny Panel advised that due to unforeseen circumstances the Panel had to delay its work programming meeting. However he had met with cabinet members and Directors to start to identify potential issues for the work programme. A draft of those issues have been circulated to Panel members to enable a meaningful discussion at the meeting to be held on 04 October 2017.

### **RESOLVED –**

1. That the update reports by members of the Management Committee on scrutiny activities since the last meeting, be received and noted.
2. That the proposed Lead Member template, to capture the outcomes of scrutiny work, be noted and Lead Members forward any comments to the Governance and Democratic Engagement Manager.
3. That Lead Members provide an update on panel work to every meeting of the OSMC.

## **17 Forward Plan of Key Decisions/Private Decisions**

The Management Committee received for information the most recent version of the Forward Plan of Key Decisions and private items. The Committee noted the items on the current plan which were broken down into panel areas. Councillor Stewart-Turner highlighted the need for Scrutiny work programmes to be aligned where possible to the timetable for priority decisions within the forward plan to ensure that pre-decision scrutiny was timetabled

Councillor Stewart-Turner also circulated a list of Council priorities within Strategic Director portfolios. The list identified those key areas of work that would be the focus in the next 12-18 months.

Councillor Stewart-Turner asked that the Council priorities be broken down into panel area with each item, having a broad timescale attached to enable effective forward work programming.

### **RESOLVED -**

That the forward plan key decision and private decision be noted.

That timescales for the Council Priorities Schedule be included within future versions of the schedule.

**18 Schedule of Meetings 2017/18 / OSMC Work Programme**

Management Committee considered proposed dates for the remainder of the municipal year as follows;

27 November 2017  
15 January 2018  
12 March 2018

It was also noted that outcome based accountability training would take place on Monday 30 October.

The Management Committee also considered the OSMC Work Programme and noted that an update on the Equality and Diversity Strategy would be presented in March 2018. An overview of the Democracy Commission would be included in the January meeting and an update on the Council's corporate approach to performance management would also be scheduled.

**RESOLVED –**

1. That meetings of the Management Committee be held on 27 November 2017, 15 January 2018 and 12 March 2018.
2. That training on outcome based accountability be held for members of the Management Committee on Monday 30 October 2017 from 10am.

<b>KIRKLEES COUNCIL</b>			
<b>COUNCIL/CABINET/COMMITTEE MEETINGS ETC</b>			
<b>DECLARATION OF INTERESTS</b>			
Overview & Scrutiny Management Committee			
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:** Overview & Scrutiny Management Committee

**Date:** 27<sup>th</sup> November 2017

**Title of report:** Effective Regional Working: Progress Report

**Purpose of report**

To provide the Management Committee with a progress report on effective regional working.

<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>	n/a
<b>Key Decision - Is it in the <a href="#">Council's Forward Plan (key decisions and private reports?)</a></b>	n/a
<b>The Decision - Is it eligible for call in by Scrutiny?</b>	n/a
<b>Date signed off by <u>Strategic Director</u> &amp; name</b>	Naz Parkar 16/11/2017
<b>Is it also signed off by the Service Director for Finance IT and Transactional Services?</b>	n/a
<b>Is it also signed off by the Service Director for Legal Governance and Commissioning Support?</b>	n/a
<b>Cabinet member <a href="#">portfolio</a></b>	Cllr Sheard and Cllr Pandor

**Electoral wards affected:** All

**Ward councillors consulted:** Not Applicable

**Public or private:** Public

## 1. Summary

Kirklees Council has always been a strong advocate and willing participant in regional working. This report updates members on recent progress setting out why regional working continues to be important and focussing on where Kirklees communities have benefited in terms of investment and projects.

## 2. Information required to take a decision

### Background

- 2.1 The Leeds City Region (LCR) Partnership was first formed in a declaration made by 11 council leaders at a City Region summit in 2004 and has been at the forefront of cross-boundary working for over a decade. The current arrangements are built on a proven track record of informal regional working and a consensus that the potential of the region could only be realised through cross-boundary local authorities working alongside an entrepreneurial private sector.
- 2.2 Key milestones include;
- Leaders Board formally constituted as a joint committee in 2007.
  - Established a business-led Local Enterprise Partnership (LEP) and strategic plan in 2011.
  - Signed City Deal in 2012 with government which provided the opportunity to manage a devolved transport budget through the vehicle of a new Combined Authority.
- 2.3 The West Yorkshire Combined Authority (WYCA) was founded on 1st April 2014 by the five West Yorkshire constituent District Councils; Bradford, Calderdale, Leeds, Wakefield and Kirklees. The City of York Council and the Leeds City Region Enterprise Partnership (LEP) have been made associate members.
- 2.4 WYCA was established to take on board devolved Government funding and powers related to the 2012 Leeds City Region City Deal and 2014 Local Growth Deal. Both of these included new funding and decision-making powers to promote economic growth in the Leeds City Region, of which Kirklees is a key constituent member. (**Appendix 1** captures the current decision-making arrangements)
- 2.5 Although we've discussed some of the points below before, it's worth re-iterating why regional working continues to be important for Kirklees communities:
- **Contribute to growth and share in benefits**  
The Strategic Economic Plan (SEP) for LCR states that between 2014 and 2021 £5.2bn additional economic output will be achieved resulting in 62,000 extra jobs. The LCR secured £572.9 million in the initial round of Growth Deal Funding, the largest settlement in the country.
  - **Future government funding opportunities** will come through and be administered via the LCR Partnership.
  - **Connectivity is a major issue**, particularly in terms of accessing the numerous employment centres across the district (Kirklees has the highest net outflow of workers in the LCR i.e. residents traveling into other districts to find work) and for freight movements for our numerous small and medium sized enterprises (SMEs).
  - **Quality of life** for the majority of our communities is dependent on the success of the wider West Yorkshire and Leeds City Region partnerships.

- **Strong collective voice** to influence national decision-making; we cannot do it by ourselves
- **Widespread recognition that housing markets, connectivity and local economies** do not reflect administrative boundaries so we have to work accordingly.
- **Economic resilience** - individual councils working in isolation will not avert the current economic situation. Strong partnership working is essential, coupled with the efficiencies and innovation that working together brings.

### **Benefits and Success**

- 2.6 The Local Growth Deal in particular provides a £1bn-plus package of devolved Government investment over a six-year period, including a £420m 20-year “gainshare” arrangement on transport, which has enabled WYCA and its local authority partners to put in place an overall £1bn Transport Fund to improve transport links in West Yorkshire and York.
- 2.7 To date Kirklees has benefitted from around £37.5m investment from WYCA and the LEP to boost the local economy and create jobs. Key benefits realised in Kirklees include (please note that these are a few examples of and not an exhaustive list of all benefits realised):
- **Kirklees College’s Process Manufacturing Centre completed following a total of £3.1m Growth Deal investment** – an employer-led training centre for skills development in the process manufacturing and engineering industries that is creating apprenticeship opportunities for young people and a future talent base for Kirklees’ nationally significant manufacturing and engineering sector.
  - **96 Kirklees SMEs have been provided with intensive support to grow** through the LEP Growth Service – a one-stop-shop for business support information for City Region SMEs. Through this service, WYCA provides 50% match funding for 1.5 FTE Growth Managers, employed by Kirklees Council.
  - **£1.7m investment has been provided to 34 Kirklees SMEs**, enabling them to grow and create job and apprenticeship opportunities for local people.
  - **23 business people have been recruited to provide inspiration and mentoring to local school pupils** through the LEP’s Enterprise Adviser programme. According to research by the Careers and Enterprise Company, interactions between young people and business are proven to enhance those young people’s academic and future career prospects.
  - **130 businesses have improved their productivity and employees’ skills** through investment in training via the LEP Skills Service.
- 2.8 In addition, key projects in Kirklees that have benefitted from investment and support via WYCA include (again, not an exhaustive list of all projects supported):
- Involvement in the **20-year West Yorkshire-plus Transport Fund** including over £100m available for highway improvement in Kirklees such as the A629 Halifax to Huddersfield corridor, M62 Junction 24a, A62 and A644 corridors and the A653 Leeds to Dewsbury corridor. In addition to this the district will also benefit from a joint highways efficiency and bus package, aimed at improving road junctions across West Yorkshire.
  - WYCA will lead on improvements to rail gateways including investment in Huddersfield Station and a rail park and ride package across West Yorkshire, which includes improvements to facilities at Mirfield station.

- Highways schemes through **£6.4m Local Transport Plan (LTP)** investment in Kirklees. These include network management, the Dalton-Deighton Greenway, Huddersfield town centre (including improved cycle links), a new transport Hub in Heckmondwike and casualty reduction projects. In addition Kirklees Council is involved in the joint Cycle City Ambition Programme and has received £650,000 towards improved cycle links as part of this investment.
- **£15.1m investment** approved for the Kirklees College Dewsbury Learning Quarter, to deliver the landmark town centre building, Pioneer House, and increase apprenticeships in the area
- Over **£1.6m support for apprenticeships in Kirklees**, including grants to local businesses employing apprentices and support for young people via the Kirklees Apprenticeship Hub. This is the second highest level of apprenticeship support anywhere in Leeds City Region.
- A recent award of £500,000 to support people in Kirklees out of fuel poverty

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

As stated above, regional working is critical to the economic success of our district and communities particularly in terms of delivering key spatial projects, connectivity and economic resilience. Without active involvement and participation Kirklees would lose out on significant investment in our economy and infrastructure.

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

Not applicable.

### 5. **Next steps**

5.1 Kirklees will continue to be a key player at the sub-regional level and work towards achieving better outcomes for our communities. In particular;

- Working with WYCA and other authorities to deliver our key spatial projects e.g. North Kirklees Growth Zone, Cooper Bridge and a wide variety of projects in Huddersfield.
- Continue to have representation at the key meetings in order to contribute effectively on key agendas and influence outcomes.
- Better sharing of information and intelligence internally for both members and officers e.g. the Cross-party Regional Working Group.
- Stronger alliance with other authorities to 'feed off' each other's success
- Making the most of opportunities (funding and investment etc) when they initially appear.
- More effective 'horizon' scanning so we're aware of what is coming up and are able to respond

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

Note the contents of the report and ongoing progress with regional working.

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

Not Applicable.

### 8. **Contact officer**

Nick Howe

Corporate Policy Officer  
[Nick.howe@kirklees.gov.uk](mailto:Nick.howe@kirklees.gov.uk)

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

Not applicable.

10. **Service Director responsible**

Naz Parkar  
Strategic Director for Economy & Infrastructure  
[Naz.parkar@kirklees.gov.uk](mailto:Naz.parkar@kirklees.gov.uk)

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**Name of meeting: Overview and Scrutiny Management Committee**

**Date: 27 November 2017**

**Title of report: Scrutiny Lead Member Reports**

**Purpose of report**

To submit the reports of the four Scrutiny Panel Lead Members to the Overview & Scrutiny Management Committee.

<b>Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?</b>	“ not applicable”
<b>Key Decision - Is it in the <a href="#">Council's Forward Plan (key decisions and private reports?)</a></b>	“not applicable”
<b>The Decision - Is it eligible for call in by Scrutiny?</b>	“ not applicable”
<b>Date signed off by <a href="#">Strategic Director</a> &amp; name</b>	<b>Give name and date for Cabinet reports</b>
<b>Is it also signed off by the Service Director for Finance IT and Transactional Services?</b>	<b>No</b>
<b>Is it also signed off by the Service Director for Legal Governance and Commissioning Support?</b>	<b>No</b>
<b>Cabinet member <a href="#">portfolio</a></b>	n/a

**Electoral wards affected:** not applicable

**Ward councillors consulted:** not applicable

**Public or private:** Public

## 1. Information

- 1.1 One of Management Committee's key roles is to monitor the progress of the four Scrutiny Panels in delivering their work programmes, and considering regular reports from Scrutiny Panel Lead Members are a key aspect of this role.
- 1.2 The reports are an opportunity for Lead Members to highlight work being carried out in their panels; assist the Management Committee to more effectively manage and coordinate the overall scrutiny work programme; to discuss any areas of overlap or complementarities between the work of different panels; and to collectively discuss key learning points on scrutiny approaches and issues.

## 2. **Officer recommendations and reasons**

That the Committee receive and note the Lead Member reports.

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

n/a

## 4. **Contact officer**

Penny Bunker – Governance and Democratic Engagement Manager

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

n/a

## 10. **Service Director responsible**

Julie Muscroft - Service Director, Legal , Governance and Commissioning



## Kirklees Council

### Scrutiny Lead Member Report

Chair of Overview and Scrutiny: Cllr Julie Stewart-Turner

Period of Update : From 18/9/17 to 17/11/17

#### Chair Highlights

My highlight has been observing the standing panels: It has been helpful to keep up with the range of issues being tackled, and enjoyable seeing so many people making a constructive contribution to the work of the panels.

My next highlight was seeing Council's appreciation of Scrutiny reports; it feels like Scrutiny has come a long way in the past 3 years.

#### Outcomes:

N/A

#### Monitoring Work

(If monitoring previous recommendations please identify what difference Scrutiny has made)

N/A

#### Looking Ahead

I have had some discussions about Regional Decision making, Prevent and Community Cohesion, and these items have been added to the forward work programme for the Overview and Scrutiny Management Committee .

I have also been continuing to develop positive relationships between Scrutiny and senior officers, and will be attending Council Management Group in January 2018.

#### General comments

I am continuing to challenge the Chief Executive about the forward plan for decisions, to help with Scrutiny's forward planning, and raise awareness of the benefits of pre-scrutiny. I'm also inviting the Leader and Deputy Leader to join the Chief Executive and me at our future briefings.

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**Scrutiny Lead Member Report**

**Lead Member:** Cllr Cahal Burke

**Panel:** Children's Scrutiny Panel

**Period of Update:** From 18<sup>th</sup> September 2017 to 27<sup>th</sup> November 2017

**Panel Highlights**

The Children's Scrutiny Panel met on 9<sup>th</sup> August and 6<sup>th</sup> November during the above period. The main highlights from the meetings were:-

- **Elective Home Education**
- **Corporate Performance**
- **PHSE / Prevent Strategy**
- **Improvement Partnership with Leeds**

**Outcomes:**

- Children's Scrutiny Panel have been asked to assist with an in-depth look at EHE.
- The Panel has requested more meaningful Corporate Performance information, to allow members to understand improvements and areas of concern. This will now be brought to Panel in a revised format on a monthly basis.
- The Panel suggested amendments to the Improvement Partnership to ensure that it captured the voice of front line social workers, who would be instrumental in the improvement journey. Officers agreed to make the amendments suggested.

**Monitoring Work**

- The Panel was satisfied with the work being done around PHSE and the Prevent Strategy following a briefing on 9<sup>th</sup> October 2017.
- Panel will continue to receive regular updates following Ofsted visits.
- The Panel will continue to receive minutes from the Improvement Board and Corporate Parenting Board.

Briefing Papers

- Panel Members received the Children's Social Care Innovation Evaluation Report.
- Panel Members also received the Kirklees Safeguarding Children's Board Annual Report. (see below)

**Looking Ahead**

- EHE – Ad-hoc request to be considered at OSMC on 27<sup>th</sup> November.

Panel meeting 18<sup>th</sup> December 2017

- School Transport – pre decision work. Initial briefing.
- Visit to drop in Centre, Old Registry office to speak to children and staff members.
- Kirklees Safeguarding Children’s Board – Sheila Lock, Board Chair to attend. Panel members to consider previously circulated KSCB Annual Report.

**General comments**

Cllr Burke will be considering opportunities for closer cooperation with Children’s Services.

## Kirklees Council

### Scrutiny Lead Member Report

Lead Member: Cllr Gulfam Asif Panel: Corporate Scrutiny Panel

Period of Update : From September to 15 November 2017

#### Panel Highlights

Panel meeting 20 October 2017 covered:

- MTFP and in year Financial Monitoring - Initial overview - item to be considered at regular intervals.
- Democracy Commission Update - Overview received. Panel awaiting outcome of discussion at Council before further update.
- Visit to Customer Service Centre
- Test of Proposed Citizens Account

Panel members were impressed on their visit to the Customer Service Centre to see the seamless service offer in action. A new scanning system had been developed for the service which has also been successfully sold to other local authorities and generated income for the Council.

Panel members had a demonstration of the new citizen's account and were able to provide feedback. The Panel is looking for further clarification on the targets for take up of the account.

On 15 November the Panel considered the following:

- Transformation Programme
- Asset Transfer Policy

The committee gained an initial overview of both items and identified areas for further information. The Transformation Programme will come back to Panel in January 2018.

#### Outcomes:

The Panel is now "up to speed" on some of the key areas of work within the Resources portfolio. In most cases it has been able to identify specific areas to focus on.

#### Monitoring Work

(If monitoring previous recommendations please identify what difference Scrutiny has made)

None during this period

#### Looking Ahead

(What are the next issues the Panel plans to look at?)

The Panel meeting in December will consider :-

- MTFP Financial monitoring
- The Council as a Commissioning Authority
- Procurement - to understand the current approach in Kirklees

#### General comments

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**Scrutiny Lead Member Report**

**Lead Member:** Rob Walker – Economy and neighbourhoods panel

**Period of Update :** 18 Sept to 27 Nov 2017

**Panel Highlights**

**18 Sept** – Progress report and first ideas on work programme shared with OSMC

**4 Oct** – First formal meeting of the actual Panel. Agreement that the topics to consider and prioritise are:-

1. Housing
2. Transport
3. Towns and communities

**9 Oct** – Met with Cllr McBride and Mather and officers to develop work programme, and to discuss how to tackle it

**2 Nov** – Briefing with officers to prepare for Panel meeting (7 Nov)

**7 Nov** – Panel meeting – Excellent and informative presentation on state of nation in terms of housing issues. Discussion highlighted several topics for consideration and/or further attention.

- Age designation and the letting of properties
- The availability and demand for supported housing
- The provision of more affordable new homes
- The condition and regulation of private rental accommodation
- Homelessness
- The infrastructure required to support housing development

However, the Panel agreed that it should probably consider focusing its attention on:-

- The availability and demand for supported housing
- Plans for the review of the housing allocations policy by 31 March 2018
- Opportunities to improve upon the current figures for the actual delivery of affordable new homes for purchase or rental, having considered the total number of planning permissions granted in the period from 2007 to 2016.

**14 Dec** – Next formal meeting of the Panel to check and approve the minutes of the Panel (7 Nov)

**Outcomes:**

Housing – Raised awareness and understanding of the key issues which members and officers need to consider in 2018

Housing – Identification of three key issues for further attention in the period from Dec 2017 onwards.

**Monitoring Work**

13 Nov – Briefing with officers to discuss the availability of the corporate performance reports. Details of the Q1 and Q2 reports to be shared with members of the panel by 14 Dec 2017.

4 Dec – Meeting with Cllrs McBride and Mather to discuss items in the agenda plan – including key decision items – which may benefit from some pre-scrutiny work, plus agenda for the next Panel (14 Dec)

**Looking Ahead**

14 Dec – The draft agenda for the Panel will include:-

- Housing - Follow up on issues raised in panel meeting (7 Nov) and possible creation of a reference group of members to follow up on issues
- Housing – Specific discussion on “The availability and demand for supported housing” (including extra care housing)

Looking ahead to draft agendas and items for meetings in period from Jan to Mar 2018

- Transportation (\*)
- Towns and communities
- Waste management strategy – Update

*(\*) Already looking to arrange preliminary briefing with Cllrs McBride and Bolt to help prime and shape the discussion on “Transport issues” in Kirklees and West Yorkshire.*

**General comments**

Cllr Rob Walker - Friday 17 November 2017



**Scrutiny Lead Member Report**

Lead Member: Cllr Liz Smaje Panel: Health and Adult Social Care Scrutiny Panel

Period of Update : From 18 September 2017 to 27 November 2017

**Panel Highlights**

(Include examples of pre decision work, scrutiny getting out and about, etc.)

Lead member briefings with:

- Strategic Director for Adults and Health.
- Service Director Policy, Intelligence and Public Health
- Lead Member/Portfolio Holders Briefing
- Mid Yorkshire Hospitals NHS Trust
- Calderdale and Huddersfield NHS Foundation Trust (CHFT)
- Locala
- Greater Huddersfield and North Kirklees CCGs

Panel Meetings and follow-up

- Panel meeting 3 October 2017. Items discussed included: Robustness of Adult Social Care; and Health Optimisation Programme.
- Lead Member briefing with CCGs and Public Health to discuss outcomes of the Panel discussion on the Health Optimisation Programme.
- Panel meeting 14 November 2017. Items discussed included: Proposed Changes to Podiatry Services; Integration of Health and Adult Social Care; and proposed interim changes to inpatient provision of Elderly Medicine, Cardiology and Respiratory Services

**Outcomes:**

( Summarise the value scrutiny has added by looking at the issue(s) and any recommendations )

The Panel has made a number of recommendations that have been aimed at improving the quality of Health and Adult Social Care services being delivered across Kirklees. In addition the Panel has put forward suggestions and recommendations to help improve the approach that is taken to engaging and consulting with people on proposed changes to services.

**Monitoring Work**

(If monitoring previous recommendations please identify what difference Scrutiny has made)

As a result of findings from the Ad Hoc Scrutiny Panel on Adult Mental Health Assessments further informal follow up sessions looking at issues relating to Dual Diagnosis have taken place.

**Looking Ahead**

(What are the next issues the Panel plans to look at?)

A themed discussion for the December Panel meeting looking at the work of the Kirklees Health and Wellbeing Board.

Other issues that will be covered early 2018 include: an update on the financial position of the Kirklees Clinical Commissioning Groups and the Acute Trusts; looking at the quality and standard of Wheelchair Services in Kirklees; and scoping out a potential task oriented review on carers in Kirklees.

**General comments**

The Panel is coping well with a challenging Work Programme and attendance has generally been very good. New members have adapted quickly to the issues many of which are complex and cover wide ranging areas of the health and adult social care sector.

**Name of meeting: Overview and Scrutiny Management Committee**

**Date: 27 November 2017**

**Title of report: Proposal for a Scrutiny Elective Home Education Ad-hoc Panel**

**Purpose of report:** For the Scrutiny Committee to formally consider a request to establish an Ad-hoc Scrutiny Panel on Elective Home Education (EHE).

<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</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>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>	<b>John Chapman 16/11/2017</b>
<b>Cabinet member <a href="#">portfolio</a></b>	<b>n/a</b>

**Electoral wards affected: none specific**

**Ward councillors consulted: Not applicable**

**Public or private: Public**

## 1. **Summary**

- 1.1 At the first meeting of the Children's Scrutiny Panel, the members of the Panel agreed that Elective Home Education should be considered as part of the work programme for the 2017/18 municipal year. Following an initial report providing an overview of the legislative framework, the Panel members agreed that an in depth consideration by means of an Ad-hoc Panel, of Elective Home Education would be valuable.

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

- 2.1 Elective Home Education (EHE) is the term used by the Department for Education (DFE) to describe parents' decisions to provide education for their children at home instead of sending them to school. This is different to home tuition provided by a Local Authority, or education provided by a Local Authority other than at a school.
- 2.2 Numbers of electively home educated children and young people are increasing in Kirklees, and are in line with neighbouring Local Authorities and national trends. The responsibility for a child's education rests with their parents. In England, education is compulsory, but school is not.
- 2.3 The oversight of EHE is the responsibility of the Education Safeguarding Team, and the team works in partnership with any other relevant team or agency to provide support to families when needed. However, Local Authorities have no statutory duties in relation to monitoring the quality of home education on a routine basis.
- 2.4 Schools have a duty to inform the Local Authority of any child that has been removed from their school roll once a parent has de-registered to become EHE. There is no duty on parents to inform the Local Authority if they choose to EHE from the start of school (Reception), and as such the number of these children is unknown.
- 2.5 The proposed EHE Ad-hoc Scrutiny would like to consider the reasons why parents choose to EHE, and how to best support children and parents throughout their education, particularly giving consideration to children who would like to take their GCSE exams. Work would include identifying national best practice and identifying how the approach in Kirklees reflects good practice.

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

The EHE Ad-hoc Panel will consider work within each of the areas below.

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

Kirklees has an EHE protocol in place that is understood by all schools in Kirklees. When the Education Safeguarding Team is made aware of a child that has become EHE, it offers to visit the parent to provide an offer of support if required.

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

No specific implications

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

The Children's Scrutiny Panel understands that there is no one 'correct' educational system and that all children learn in different ways and at varying rates. The Panel also understands that parents and children choose a type of

education that is right for them; however there is a need to ensure that the approach chosen is feasible and legally valid to enable the children to reach their potential.

**3.4 Reducing demand of services**

No specific implications

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

No specific implications

**4. Consultees and their opinions**

The Strategic Director outlined EHE as a priority for consideration by the Children's Scrutiny Panel and along with the lead Cabinet Members for Children, is supportive of an in-depth consideration of the issues surrounding EHE.

**5. Next steps**

5.1 That members of the Overview and Scrutiny Management Committee consider the attached Terms of Reference for the proposed Ad-hoc Panel.

5.3 That an invitation be sent to all Members to become a Panel Member of the proposed Ad-hoc Panel.

5.2 If the recommendation is agreed then the Lead Member will provide regular updates on the progress of the Ad-hoc Panel to the Overview & Scrutiny Management Committee

**6. Officer recommendations and reasons**

That the Management Committee consider and approve the proposed Elective Home Education Ad-hoc Scrutiny Panel and the arrangements for monitoring the work of the Panel.

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

Not applicable.

**8. Contact officer**

Yolande Myers, Governance and Democratic Engagement Officer

Tel: 01484 221000 E-mail: [yolande.myers@kirklees.gov.uk](mailto:yolande.myers@kirklees.gov.uk)

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

n/a

**10. Service Director responsible**

Julie Muscroft; Assistant Director: Legal, Governance & Commissioning

## **ELECTIVE HOME EDUCATION – TERMS OF REFERENCE**

To scrutinise Elective Home Education in Kirklees, with a particular focus on;

- Developing an understanding of why some parents and carers choose to home educate, and for how long children are typically home educated for.
- Scrutinising the Local Authority's responsibilities for home educated children.
- Scrutinising how the Local Authority identifies, supports and ensures the safety and wellbeing of electively home educated children.
- Scrutinise the outcomes for electively home educated children.

**Name of meeting:** Corporate Governance and Audit Committee

**Date:** 12 May 2017

**Title of report:** Appointment of Scrutiny Co-optee for the 2017/18 municipal year

**Purpose of report:** To consider the appointment of an additional Scrutiny Co-optee for the remainder of the 2017/18 municipal year.

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?	No
Key Decision - Is it in the <a href="#">Council's Forward Plan (key decisions and private reports?)</a>	Not applicable
The Decision - Is it eligible for call in by Scrutiny?	Not applicable
Date signed off by <u>Strategic Director</u> & name	N/A
Is it also signed off by the Service Director for Finance IT and Transactional Services?	N/A
Is it also signed off by the Service Director for Governance and Commissioning Support?	Julie Muscroft
Cabinet member <a href="#">portfolio</a>	Not applicable

**Electoral wards affected:** none specific

**Ward councillors consulted:** Not applicable

**Public or private:** Public

## 1. Summary

1.1 At the beginning of each municipal year the Overview and Scrutiny Management Committee is required to reappoint the voluntary and statutory co-optees and allocate them to panels or the co-optee pool. Voluntary co-optees serve a maximum term of four years. Statutory co-optees are nominated by the Diocese or apply in their role as a school governor. Where a co-optee is not involved in any work for a year, then that year does not count towards their service.

1.2 This year the Committee also agreed to bring back some former co-optees for the municipal year until a recruitment exercise can identify new co-optees.

## 2. Information required to take a decision

2.1 On 3 July 2017 the OSMC agreed to appoint two former Co-optees, Linda Summers and Jeff Peers to serve on the Corporate Scrutiny Panel for an additional year.

2.2 Since that decision was taken, Jeff Peers has relocated sooner than expected and is no longer resident in the Kirklees area and can therefore not serve as a co-optee. Following consultation with the Chair of Scrutiny, Philip Chaloner was approached to see if he wished to return as a scrutiny co-optee for the remainder of the 2017/18 municipal year. Mr Chaloner indicated that he would welcome the opportunity to be a co-optee again and he has attended the recent meeting of the Corporate Scrutiny Panel to start to get up to date on the work of the Panel.

2.3 The Committee is asked to formally approve the appoint of Mr Phillip Chaloner as a voluntary scrutiny co-optee for the remainder of the 2017 /18 municipal year.

## 3. Implications for the Council

### 3.1 Early Intervention and Prevention (EIP)

No specific implications

### 3.2 Economic Resilience (ER)

No specific implications

### 3.3 Improving Outcomes for Children

No specific implications

### 3.4 Reducing demand of services

No specific implications

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

Scrutiny co-optees are entitled to recover the costs of travel and parking expenses, however most do not take up this entitlement.

## 4. Consultees and their opinions

Not applicable



5. **Next steps**  
If appointed officers will ensure Mr Chaloner receives the support and information required to take up the scrutiny co-optee role.

6. **Officer recommendations and reasons**

That the Management Committee approves the appointment of Mr Phillip Chaloner as a voluntary scrutiny co-optee for the remainder of the 2017/18 municipal year.

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

Not applicable

8. **Contact officer**

Penny Bunker - Governance and Democratic Engagement Manager

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

Not applicable

10. **Service Director responsible**

Julie Muscroft – Services Director, Legal, Governance and Commissioning

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## Overview and Scrutiny Management Committee

### Agenda Plan 2017/18

#### Membership:

<b>Councillor Julie Stewart Turner</b>	<b>Chair of Overview and Scrutiny</b>
<b>Councillor Gulfam Asif</b>	<b>Lead Member Corporate</b>
<b>Councillor Cahal Burke</b>	<b>Lead Member Children</b>
<b>Cllr Liz Smaje</b>	<b>Lead Member Health and Adult Social Care</b>
<b>Cllr Rob Walker</b>	<b>Lead Member Economy and Neighbourhoods</b>

**Officer Support: Penny Bunker**

<b>Date of Meeting</b>	<b>Issues for Consideration</b>	<b>Officer Contact</b>
Monday 3 July 2016 Meeting Room 1	Appointment of Co-optees - 2-018.18 Overview and Scrutiny 2017/18 Schedule of Meetings for OSMC	Penny Bunker

<p>Monday 18 September 2017</p> <p>Council Chamber</p>	<p>Statutory Meeting – Update on Preparation for Winter Flooding (10.30)</p> <p>Approval of Panel Work Programmes</p> <p>Lead Members Update report</p> <p>Forward Plan of Key Decisions</p> <p><b>Informal:</b></p> <p>Bus gates evaluation report (pre decision scrutiny) (TBC)</p> <p>Scrutiny Panel – Busgates</p> <p>Council decisions timeline plan</p>	<p>Tom Ghee Cllr Peter McBride</p> <p>Lead Members</p> <p>Lead Members</p> <p>Paul Kemp / Richard Hadfield</p> <p>Penny Bunker/ Cllr J Stewart- Turner</p>
<p>Monday 27 November 2017</p> <p>Council Chamber</p>	<p>Statutory Meeting – Crime and Disorder - Kirklees Gangs Strategy</p> <p>Leader / Deputy Leader portfolio priorities (11.00 )</p> <p>Update on Regional Issues</p> <p>Lead Member update reports</p> <p>Request to Establish Ad Hoc Scrutiny Panel</p> <p>Appointment of Scrutiny Co-optee</p> <p>Arrangements for Future Meetings</p> <p><b>Informal:</b></p> <p>Proposed amendments to Call In process</p>	<p>Carol Gilchrist</p> <p>Cllr D Sheard / Cllr S Pandor</p> <p>Cllr D Sheard ( Nick Howe)</p> <p>Lead Members</p> <p>Cllr Cahal Burke</p> <p>Penny Bunker</p> <p>Penny Bunker / Sam Lawton</p>

	Scrutiny Communication / New Year Bulletin  Portfolio Briefings Update	Penny Bunker  Penny Bunker
Monday  15 January 2018  Council Chamber HTH	Flood Risk Management Plan and progress against action plan (Statutory meeting 2)  Inclusion and Diversity Strategy – Action Plan Update (TBC)  Lead Members Update reports  <b><i>*Meeting to be followed by at 12.30 by Co-optee Gathering</i></b>	ClIr McBride / Tom Ghee  David Bundy
February 2018  Date TBC	Combined Authority Decision Making (TBC) ( ClIr Light to attend for this item)  Corporate Approach to Performance Management (TBC)	
Monday  12 March 2018  Council Chamber HTH	Statutory Meeting (2) – Crime and Disorder <ul style="list-style-type: none"> <li>• Community Safety Plan / local crime indicators</li> <li>• Ward Councillors involvement in community cohesion</li> <li>• Prevent</li> </ul> Democracy Commission Progress Overview (TBC)  Lead Members Update reports	Carol Gilchrist  Carl Whistlecraft / ClIr Cathy Scott  Lead Members

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By virtue of paragraph(s) 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

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