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

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Friday 5 January 2018

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 **10.30 am** on **Monday 15 January 2018**.

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', on a light-colored background.

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

	Pages
1: Minutes of Previous Meeting	1 - 8
<p>To approve the Minutes of the meeting of the Panel held on 27 November 2017.</p> <hr/>	
2: Interests	9 - 10
<p>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.</p> <hr/>	
3: Admission of the Public	
<p>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.</p> <hr/>	
4: Kirklees Local Flood Risk Management Strategy	11 - 22
<p>The Management Committee will receive a report that outlines progress against the action plan of the Kirklees Local Flood Risk Management Strategy.</p> <p>Contact Tom Ghee, Flood Management and Drainage Tel. 01484 221000.</p> <hr/>	

5: Agenda Plan 2017/18

23 - 26

The Management Committee will review its 2017/18 forward agenda plan.

Contact: Penny Bunker, Governance & Democratic Engagement Manager. Tel: 01484 221000.

6: Date of Next Meeting

To confirm the date of the next meeting as 26 February 2018.

Contact: Penny Bunker, Governance & Democratic Engagement Manager. Tel: 01484 221000.

Contact Officer: Penny Bunker

KIRKLEES COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Monday 27th November 2017

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

In attendance: Carol Gilchrist
Lee Hamilton
Nick Howe
Yolande Myers
Councillor Shabir Pandor
Councillor David Sheard – Leader of the Council
Chief Inspector Ian Mottershaw, West Yorkshire Police

Apologies: Councillor Cahal Burke

122 Membership of Committee

Apologies for absence were received from Cllr Cahal Burke.

123 Minutes of Previous Meeting

The minutes of the meeting of the Committee held on 18 September were approved as a correct record subject to the addition of the agreed action to update the Committee on the progress of flood risk management community pilots.

124 Interests

No interests were declared.

125 Admission of the Public

It was agreed that agenda item 12 would be considered in private session.

126 Council Leader and Deputy Leader Portfolio Priorities

The Management Committee welcomed Councillor David Sheard, Leader of the Council and Councillor Shabir Pandor, Deputy Leader to the meeting to set out their political priorities and vision for the Council over the current municipal year.

Councillor Pandor did a presentation which set out Kirklees vision and values before providing more detail on the administration priorities and achievements by portfolio area. The presentation included the following areas;

- Strategy and Strategic Resources, New Council and Regional Issues
- Adults and Public Health

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- Children
- Corporate
- Economy

Councillor Pandor emphasised how important the Council's work with the community was in engaging different communities to help the Council to achieve its vision. The Council would also need to work collaboratively with partners to address the challenges together.

In considering the presentation Management Committee discussed the relationship between Kirklees and the wider region and how Kirklees played an effective role at the Combined Authority which would maximise the benefits for Kirklees. Councillor Sheard recognised that Kirklees Council needed to sell itself on the national stage and to be proactive in meeting potential investors. The success of Huddersfield Town Football Club had helped to make Huddersfield a more recognisable name. Opportunities to promote the region as a whole, for example through the City of Culture award, would have opportunities for Kirklees.

The committee continued to discuss the outcomes that the Cabinet was looking to achieve, including managing performance, adopting a more intelligence led approach and early intervention and prevention. Management Committee asked that for each of the areas identified within the presentation, a list of the underpinning projects be provided.

The Management Committee discussed the importance of having a strong brand for the Kirklees Council area. Councillor Sheard was asked about the key industries within Kirklees and how strategic work with our partners was seeking to strengthen the opportunities afforded by large employers such as engineering. The importance of attracting young people to the area with a view to them becoming part of the local economy once they had gained appropriate qualifications was explored. The work of the Business Hub was identified and the need to adapt qualifications could be adapted to ensure local employers were able to recruit young people with appropriate skills sets.

Councillor Smaje raised the issue of health and social care training and whether the Council was happy to be an enabler or to be more progressive in trying to address the resource concerns. Councillor Sheard indicated that work had been going on with the Technical College to look at levels of attainment. Within social care Kirklees was seen as the market leader in the Leeds City Region. A report was being considered by the Leeds City Region concerning minimum standards for health and social care employees. The Council needed to consider how that was incorporated within contracts and contract management.

Councillor Stewart-Turner identified that the Transformation Programme had a large IT focus to help drive transformation however, it was questioned how the underpinning cultural shift would be achieved. Councillor Pandor indicated that IT was a small part of the overall programme and the Corporate Scrutiny Panel would

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be looking in more detail at the programme. Councillor Stewart-Turner emphasised that as part of transformation It would be important to ensure that staff and Councillors were 'on board' and understood the transformation journey. Councillor Pandor acknowledged that communications did need further consideration but he welcomed the introduction of the Citizens Account which would help to provide information to individual citizens.

The Management Committee thanked Councillor Sheard and Councillor Pandor for their attendance and agreed to schedule a further discussion at a later date.

RESOLVED -

(1) That Councillor Sheard and Councillor Pandor be thanked for attending the meeting and setting out their portfolio priorities.

(2) That the OSMC be provided with a list of the projects that underpin each of the priority areas.

(3) That the Leader and Deputy Leader of the Council be invited to a future meeting of the OSMC for further discussion of portfolio priorities.

127 Effective Regional Working Progress Report

The Management Committee received an update on regional working from Nick Howe, Corporate Policy Officer. The report indicated that Kirklees Council had been a strong advocate and participant in regional working. Leeds City Region (LCR) Partnership was formed by eleven local authorities at a city region summit in 2004. The current arrangements included informal regional working and consensus to realise the potential for the region for cross boundary working alongside the private sector.

The report highlighted key milestones including;

- Leaders Board formally constituted as a joint committee in 2007
- Establishment of business- led Local Enterprise Partnership and Strategic Plan in 2011
- City deals signed in 2012 with Government to manage devolved transport budget through a new Combined Authority.
- West Yorkshire Combined Authority founded on 1 April 2014 by five West Yorkshire District Councils. City of York Council and Leeds City Region Enterprise Partnership are associate members.

The report outlined the continued importance of regional working for Kirklees communities. The ability to contribute to growth and share in benefits, through the Strategic Economic Plan was highlighted. The City Region Growth Deal Fund was the largest settlement in the country. Future government funding opportunities would be administered through the partnership and the quality of life for communities was dependent on the success of the wider West Yorkshire and Leeds City Region partnerships. Connectivity remained a major issue particularly in the ability to access employment centres across the district. Kirklees has the highest net flow of workers to the Leeds City Region. It was also important for freight movements for numerous small and medium sized enterprises.

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The Leeds City Region provided a strong collective voice and there was widespread recognition that housing markets and connectivity in local economies did not reflect administrative boundaries. Strong partnership working is essential to economic resilience together with the efficiencies and innovations that working together brings.

The Management Committee continued to note the benefits and successes of regional working which included the local growth deal which provided a £1bn package of devolved government investment over a 6 year period. To date Kirklees had benefitted from approximately £37.5 million investment from the WYCA and the LEP to boost the local economy and create jobs. The report listed examples of areas that had realised benefits which included Kirklees College's process manufacturing centre and 96 Kirklees based SMEs.

The report highlighted key projects in Kirklees that had benefited from investment and support which included;

- Involvement in the 20 year West Yorkshire – plus Transport Fund
- Improvements to rail gateways including investment in Huddersfield station and a rail park and ride package across West Yorkshire.
- £6.4 million local transport plan investment in Kirklees
- £15.1 million investment approved for the Kirklees College learning quarter
- Over £1.6 million support for apprenticeships in Kirklees
- A recent award of £500,000 to support people in Kirklees out of fuel poverty.

In considering the report the Management Committee welcomed the ongoing work at a regional level but asked how projects were moving forward. Mr Howe indicated that since the initial tranche of funding as part of the growth deals scheme there had been no additional monies for the Combined Authority. At the next meeting there will be discussion on a key scheme around the M62. In the interim whenever there is the opportunity, the Combined Authority continues to lobby for the additional funding to deliver strategic schemes.

The Scrutiny Committee continued to explore the strength of the Kirklees voice at regional level and the ability to influence Kirklees schemes and objectives. Mr Howe circulated copies of the governance arrangements at regional level which included details of Kirklees's representation. It was acknowledged that the position regarding the devolution of additional powers from central government, in line with an elected mayor model had not yet been resolved.

The Management Committee sought assurance that there were priority bids ready should any pots of funding become available. Mr Howe undertook to supply the Management Committee with details of the pipeline of potential project bids.

RESOLVED -

(1) That Nick Howe, Policy Officer be thanked for his informative update on regional working

(2) That OSMC members be provided with a list of projects that are prepared pending funding.

128 Lead Member Update Reports

The Management Committee received progress reports from the Chair and the four Scrutiny Panel Lead Members on the highlights of panel work since the last meeting of the Scrutiny Committee.

Councillor Stewart-Turner highlighted her attendance to observe meetings of the standing panels and highlighted the range of issues being tackled. She had enjoyed seeing so many people engaged in scrutiny work and making a constructive contribution to the work of the panels. Councillor Stewart-Turner also highlighted the recent discussions at Council of Ad-Hoc Scrutiny Panel reports which had been both constructive and complimentary.

Councillor Stewart-Turner confirmed she had discussions concerning regional decision making, Prevent and community cohesion which had been included within the Overview Scrutiny Management Committee forward work programme. Councillor Stewart-Turner had regular briefings with the Chief Executive. There was an intention that the Leader and Deputy Leader of the Council be invited to join the Chief Executive for future briefings.

The lead member report from Councillor Cahal Burke highlighted the recent work of the Children's Scrutiny Panel which included discussions on Elective Home Education, corporate performance, PHSE and the improvement partnership with Leeds Council. The Children's Panel had agreed to recommend to the Management Committee that an ad-hoc scrutiny panel be established to look at Elective Home Education.

Councillor Gulfam Asif, lead member for the Corporate Scrutiny Panel outlined the work undertaken by the panel at meetings on 20 October and 15 November 2017. The panel had undertaken a visit to the Customer Service Centre and was impressed at the seamless service offer. It was noted that a new scanning system had been developed for the service which had been successfully marketed to other local authorities and generated income for the Council. Panel members were also able to see a demonstration of the new citizens' account and provided feedback. At the next meeting in January 2018 the scrutiny panel would continue to look at aspects of the Transformation Programme.

Councillor Rob Walker lead member for the Economy & Neighbourhoods Scrutiny Panel outlined the work that had been undertaken between September and the end of November 2017. It was reported that the Scrutiny Panel had agreed on three broad topic areas which were;

- Housing

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- Transport
- Towns and communities.

In drilling down into each area it was agreed that the housing item would initially focus on the availability and demand for supported housing and the plans for the review of the housing allocations policy by 31 March 2018. Opportunities to improve on the current figures for affordable new homes for purchase or rental was identified.

Councillor Walker reported that he had a briefing with officers to discuss the approach to corporate performance reports and intended to consider the details of the quarter 1 and quarter 2 reports in December 2017. He'd also met with cabinet members to discuss items in the agenda plan, including key decision items, which may benefit from pre scrutiny work.

Councillor Liz Smaje, lead member of the Health & Adult Social Care Scrutiny Panel updated on her lead member briefings which included meeting with Strategic Directors, portfolio holders, NHS trusts, Locala and the two Clinical Commissioning Groups.

Panel meetings on 3 October and 14 November had included discussions on the robustness of Adult Social Care, the Health Optimisation Programme, podiatry services, integration of health and adult social care and proposed interim changes concerning elderly medicine, cardiology and respiratory services. As a result of the issues looked at the scrutiny panel have made a number of recommendations aimed at improving the quality of health and social care services within the Kirklees district.

Further informal follow up sessions would also be taking place to look at the issues raised by the Ad-Hoc Scrutiny Panel on Adult Mental Health Assessments, in particular issues relating to dual diagnosis.

Looking further ahead the December meeting would look at the work of the Kirklees Health & Wellbeing Board. Early in 2018 there would be an update on the financial position of the Clinical Commission Groups and acute trusts and a look at concerns raised about the quality of wheelchair services in Kirklees.

RESOLVED - Agreed that the Lead Member Reports be received and noted.

129 **Request to Establish an Ad Hoc Scrutiny Panel**

The Management Committee considered a request from the Children's Scrutiny Panel to establish an Ad-Hoc Scrutiny Panel to look at elective home education.

In considering the request it was noted that the numbers of electively home educated children and young people was increasing in the Kirklees district, in line with neighbouring local authorities and national trends. Responsibility for children's education rests with their parents. In England, education is compulsory but school is not.

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In Kirklees the oversight of EHE is the responsibility of the Education Safeguarding team which works in partnership with other relevant teams or agencies to provide support to families when needed. However local authorities have a statutory duty in relation to monitoring the quality of home education on a routine basis. The proposed ad-hoc scrutiny panel would consider the reasons why parents choose home education and how best to support children and parents throughout their education, giving particular consideration to children who would like to sit their GCSE exams. The draft terms of reference for the ad-hoc panel were appended to the report.

RESOLVED -

(1) That an ad hoc scrutiny panel be established to consider Elective Home Education

(2) That the terms of reference be expanded to include progression into higher and further education or employment.

130 Appointment of Scrutiny Co-optee

Following a report at the previous meeting it was noted that an additional voluntary co-optee was required to sit on the Corporate Scrutiny Panel. Following consultation with the Chair of Scrutiny and the panel lead member, Philip Chaloner had been approached to see if he wished to return as a scrutiny co-optee for the remainder of the 2017/18 municipal year.

RESOLVED - That Philip Chaloner be appointed as a voluntary scrutiny co-optee on the Corporate Scrutiny Panel for the remainder of the 2017/18 municipal year.

131 Scrutiny Committee Work Programme/Future Meetings Schedule

The Committee confirmed that its next meeting will be held on Monday 15 January 2018 at 10.00am at Huddersfield and will be followed at 12.30pm by the New Year co-optee gathering. In addition the Management Committee agreed that a further meeting would be held on 26 February 2018. This meeting would include considering scrutiny arrangements within the Combined Authority and looking at the corporate approach to performance management. In considering the items for the next meeting it was requested that the flood risk management update be asked to include an update on work with Yorkshire Water. The update would also include information on the joint work being undertaken with the Combined Authority on flood risk management.

It was agreed that the Democracy Commission item would be removed from the Management Committee work programme and any work covered by the Corporate Scrutiny Panel.

RESOLVED -

(1) That the Flood Risk Management Update be asked to include an update on work with Yorkshire Water.

(2) That the update also include an update on the joint work with the Combined Authority on flood risk management.

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(3) That the Democracy Commission item be removed from the work programme and the issue covered by the Corporate Scrutiny Panel.

(4) That an additional meeting of the Committee be scheduled for the 26 February 2017 at 10.00 a.m.

132 Exclusion of the Public

The Committee resolved that the following item would be considered in private session.

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.

133 Scrutiny of Crime and Disorder

The Management Committee considered a report on the current picture of gang related activity within the Kirklees district and an overview of the partnership approach which emphasised the focus on prevention and early intervention. The report included some of the key areas of work currently being undertaken and recommendation of problem solving and further development to move towards a stronger partnership approach to tackling street gangs and safeguarding communities.

The committee welcomed Carol Gilchrist, Head of Communities, Ian Mottershaw, Chief Inspector Partnerships and Lee Hamilton, Prevent Coordinator for the discussion.

RESOLVED -

(1) That a further progress report be considered in six months.

(2) That consideration be given to raising councillor awareness of the issue, including producing an information sheet.

(3) That consideration be given to the use of social media as part of awareness raising on the issue and early behaviour indicators

KIRKLEES COUNCIL			
COUNCIL/CABINET/COMMITTEE MEETINGS ETC			
DECLARATION OF INTERESTS			
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 and Scrutiny Management
Committee Date: 15 January 2018

Title of report: Kirklees Local Flood Risk Management Strategy -
 Annual Review of Progress against the Action Plan

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Is it in the Council's Forward Plan ?	No
Is it eligible for "call in" by Scrutiny ?	N/A
Date signed off by <u>Director</u> & name	29/12/17 Paul Kemp
Is it signed off by the Service Director for Finance, IT and Transactional Services?	N/A
Is it signed off by the Service Director for Governance and Commissioning?	N/A
Cabinet member portfolio	Cllr Peter McBride - Economy Portfolio - Strategic Planning, Regeneration and Transport

Electoral [wards](#) affected: All
Ward councillors consulted: None

Public or private: Public

1. Purpose of report

To consider progress against the action plan of the Kirklees Local Flood Risk Management Strategy (the Strategy), approved by Cabinet on 15 January 2013.

2. Key points

- The Council has a number of legal responsibilities in its role as Lead Local Flood Authority (LLFA) under the Flood and Water Management Act 2010. One of the more significant new duties is to "*develop, apply, maintain and monitor*" a strategy for managing local flood risk. The Strategy was approved by Cabinet on 15 January 2013 and outlines the Council's approach and

priorities for the management of local flood risk (**see Section 8 for the link to the full strategy**).

- Local flood risk includes flooding from surface water (overland flows), small watercourses and groundwater. The Environment Agency continues to manage flood risk from the larger rivers in the district.
- A total of 32 measures have been identified in the Strategy but funding from both within, and outside, the Council is limited. The delivery timetable prioritises the measures, based on their ease of delivery, stakeholder preferences and affordability.
- Section 9 of the Strategy requires the Councils Scrutiny process to monitor annual progress of the measures outlined in the Strategy.
- The Strategy's action plan is summarised in **Appendix 1**. The action plan reflects a request made at a previous scrutiny review of the strategy that progress be made clearer and reasons for delays in delivering the actions should be included.
- The emphasis in the early years of the strategy has been to improve the Council's understanding of local flood risk and establish robust records of drainage infrastructure, previous flood incidents and identify areas at the highest risk of flooding. The information collected has been particularly useful in informing works programmes, securing external funding for investigations and works and providing robust advice to developers on the most appropriate drainage solutions for new sites. The current priorities are to complete the district-wide appraisal of the higher-risk areas (**Action 1.6**) and share local knowledge with stakeholders (**Actions 2.2, 3.1, 3.2 and 8.2**). Recent resource issues within the flood management team have now been resolved and the community engagement aspects of the action plan are a priority for 2018.

A summary of flood management initiatives carried out in 2017/18 and a statement on external grant funding over the lifetime of the strategy are included in **Appendix 2**. It is anticipated that similar levels of grant funding will be secured during 2018/19 and beyond, to deliver capacity improvements to the local drainage infrastructure.

3. Implications for the Council

The Council has a duty to publish, implement and monitor a local strategy.

4. Consultees and their opinions

No opinions on this progress report have been sought.

5. Next steps

To continue to progress the measures in the action plan and to consider the views expressed by Overview and Scrutiny Committee.

6. Officer recommendations and reasons

Members are asked to note the progress of the actions in the Kirklees Local Flood Risk Management Strategy.

7. Cabinet portfolio holder recommendation

Cllr Mc Bride notes and supports the report

8. Contact officer and relevant papers

Tom Ghee, Flood Management and Drainage
Tel. 01484 221000
tom.ghee@kirklees.gov.uk

Strategy: <http://www.kirklees.gov.uk/beta/flooding-and-drainage/pdf/FloodRiskStrategy.pdf>

Appendix 1: Summarised Action Plan

Appendix 2: Overview of projects carried out in 2017/18 and external grant funding over the lifetime of the strategy.

9. Assistant Director responsible

Paul Kemp – Service Director, Economy, Regeneration and Culture
Tel. 01484 221000
paul.kemp@kirklees.gov.uk

Appendix 1

Summarised Action Plan from the Kirklees Local Flood Risk Management Strategy (LFRMS)

Progress key: ✓ *Action complete and implemented*

■ *Action complete and monitored*

■ *Action in progress*

■ *Action not implemented*

Objective 1 - Improve the level of understanding of local flood risk within the LLFA

Action	Action Proposed	Description of the Action	Progress					Comments on Progress
			2014	2015	2016	2017	2018	
1.1	Record drainage and flood assets	Identifying the location, capacity and condition of drainage assets is key to understanding how local flood risk is managed	■	■	■	■	■	The drainage asset record continues to improve as investigations and projects are completed. Many of the pre-1900 culverted watercourses remain unrecorded (currently estimated at 60% unrecorded)
1.2	Maintain a public asset register	The Kirklees Register of Drainage Assets and Features is available as a GIS-based record on the Councils website.	■	■	■	■	■	
1.3	Designating flood/ drainage assets	The Councils current knowledge of 3 rd party drainage features or structures is limited. Work carried out to deliver Action 1.1 will allow the Council to judge the merits of designating such assets	■	■	■	■	■	Currently a low priority to actively search for private drainage features to designate.
1.4	Recording/ mapping flood incidents	The Council will investigate, to some degree, all reported flood incidents	■	■	■	■	■	
1.5	Carry out flood investigations	The Council has published its approach to carrying out formal flood investigations where significant flooding has occurred	■	■	■	■	■	
1.6	Assessment of high flood risk locations in the Surface Water Management Plan (SWMP)	Locations of higher flood risk have been identified in the Kirklees SWMP which will be investigated in detail to determine whether mitigation measures are required	■	■	■	■	■	A prioritisation tool has been developed to carry out a full assessment of flood risk across the district. A programme of studies has been identified using this process which will be completed in 2018/19.
1.7	Improve skills and knowledge of FRM officers	Develop a local centre of general FRM issues, stop shop" for residents, and developers	■	■	■	■	■	General skills are embedded within the flood management team. Specialist skills and advice are commissioned through external consultants.

1.8	Information from stakeholder engagement	Develop initiatives to “tap into” local knowledge of historic drainage systems and flood incidents							Priority for 2018/19 is to develop a full community engagement programme.
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Objective 2 - Improve the level of understanding of local flood risk amongst partners and stakeholders

Action	Action Proposed	Description of the Action	Progress					Comments on Progress
			2014	2015	2016	2017	2018	
2.1	Publish a clear strategy and communicate it	The Kirklees LFRMS provides the framework to manage local flood risk and mitigate any risks which are considered to be too high	✓	✓	✓	✓	✓	Continue with annual Scrutiny review
2.2	Develop information strategy to improve partner and stakeholder knowledge	The Council needs to translate the technical information on flood risk into simple, readily understandable terms						Priority for 2018/19 is to develop a full community engagement programme
2.3	Improve and maintain the Councils FRM web pages	The Flood Management pages on the website will be comprehensive and maintained as an up to date record of local flood risk						

Objective 3 - Ensure that local communities understand their responsibilities in relation to local flood risk management

Action	Action Proposed	Description of the Action	Progress					Comments on Progress
			2014	2015	2016	2017	2018	
3.1	Publish and distribute information explaining responsibilities, local flood risk, property protection/ resilience etc	An essential part of the work of LLFA's is to share its developing knowledge with stakeholders to allow them to take appropriate responsibility for their own land and property						Priority for 2018/19 is to develop a full community engagement programme. A pilot project has been carried out in two higher-risk areas in Cleckheaton/Liversedge which will inform the wider programme.
3.2	Involve local Communities in local initiatives and schemes	A key task for the Council is to engage with local communities to fully involve them in the process to develop affordable schemes, encourage community ownership of the scheme at inception, project development, funding and delivery						Priority for 2018/19 is to develop a full community engagement programme

Objective 4 - Maximise the benefits from partnership working with flood risk partners and our stakeholders

Action	Action Proposed	Description of the Action	Progress					Comments on Progress
			2014	2015	2016	2017	2018	
4.1	Continue to develop the Kirklees Flood Partnership and contribute to the Yorkshire LLFA Liaison Group and Yorkshire Action and Learning Alliance	The Council will continue to be an active participant in local technical groups.						Kirklees Flood Partnership has been replaced by the WY Flood Partnership and the Learning Alliance has folded. Kirklees is an active member of local groups, sharing best practice.
4.2	Ensure that policies and programmes promoted through the Strategy complement and support works across the rest of the Calder and Don catchments	A checklist will be developed to ensure that strong links between plans are developed, checked and maintained.	✓	✓	✓	✓	✓	

Objective 5 - Actively manage flood risk associated with new development proposals

Action	Action Proposed	Description of the Action	Progress					Comments on Progress
			2014	2015	2016	2017	2018	
5.1	Develop and apply a robust local policy on FRM and drainage solutions on new development sites	The Councils current advice note on flood risk and drainage for new development sites, based on the national guidance, will be reviewed against the developing legislation and strengthened to give clear and robust advice to developers.						New developer advice guide published and distributed. Kirklees is a lead partner in developing regional SuDS guidance.
5.2	Develop a process with the Planning Department to create clear advice and direction to developers on FRM and drainage	The Council will develop a procedure to ensure that appropriate and timely advice is given to planners and developers and that planning approvals and conditions are clear and enforceable.						The Statutory Consultee role for the council has been developed with Planners. Dedicated resources have been made available to allow early, influential discussions to be held with developers to deliver the best possible drainage solutions and flood risk mitigation measures for new development sites.
5.3	Establish the SuDS Approval Body (SAB)	Not implemented by Government. SuDS to be encouraged and maintained through the planning process with advice from the flood management team (see Action 5.2)	N/A	N/A	N/A	N/A	N/A	

Objective 6 - Take a sustainable approach to FRM, maximising environmental and social benefits from policies and programmes

Action	Action Proposed	Description of the Action	Progress					Comments on Progress
			2014	2015	2016	2017	2018	
6.1	Ensure the environmental consequences of implementing the LFRMS are considered against the technical, economic and social benefits	Specialist, independent advice has been sought to ensure a robust assessment of environmental effects are considered as the strategy is developed and implemented.						
6.2	Work with the Environment Agency to embed policies from local River Basin Management Plans, local environmental policies and "European" protected sites into FRM procedures and programmes	Where there are significant and predictable environmental risks from schemes and initiatives promoted by the strategy, the council will commit to carrying out formal Environmental Impact Assessments for the proposals.						Few projects are large enough to justify formal EIA's but measures are in place to carry them out when appropriate.

Objective 7 - Improve and/or maintain the capacity of existing drainage systems by targeted maintenance

Action	Action Proposed	Description of the Action	Progress					Comments on Progress
			2014	2015	2016	2017	2018	
7.1	Identify highest risk open and culverted watercourses, highway drains and other drainage/flood features	The council will carry out a comprehensive, methodical survey of all known, non-Environment Agency or Water Company assets to determine those lengths of watercourse and drains which offer a significant flood risk.						There is currently no resource to carry out a comprehensive survey but some ad hoc surveys have been carried out.
7.2	Develop an affordable cyclical maintenance regime based on risk	Cyclical maintenance plans will be developed for trash grilles protecting council-owned culverts, highway gullies and open watercourses where regular clearance would be beneficial in protecting downstream properties and infrastructure. The Councils gully emptying operation has been highlighted in previous scrutiny reviews and work is currently being undertaken to develop a more effective maintenance regime.						Trash grilles are now cleared on the basis of need. Planned clearance work to watercourses is no longer carried out due to budget reductions. Further work is ongoing to redesign gully emptying rounds to prioritise those at highest risk of blockage, using winter gritting routes as the basis for new rounds. This work will be completed in 2018/19.

7.3	Implement a responsive, reactive maintenance regime based on risk	Existing council systems for receipt of, and response to, requests for maintenance work will be reassessed to ensure a risk- based approach is followed.						
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Objective 8 - Encourage proactive, responsible maintenance of privately- owned flood defence and drainage assets

Action	Action Proposed	Description of the Action	Progress					Comments on Progress
			2014	2015	2016	2017	2018	
8.1	Identify highest risk private flood defence and drainage assets	A database of higher-risk private assets, with details of the risk and suggested maintenance regimes will be compiled						There are insufficient resources to carry out the required survey
8.2	Develop technical advice for owners to guide them in preparing local maintenance plans	A general advice note on riparian rights and responsibilities will be produced with bespoke advice produced for individual owners of assets						Priority for 2018/19 is to develop a full community engagement programme
8.3	Establish risk-based consenting and designation processes	The council does not currently propose to carry out legal consenting of such works and will manage applications for works in watercourses via an "informal" approval process						Few requests for consents received – formal process not justified.

Objective 9 - Establish a robust policy on water management and use available information on flood risk to assess the suitability of the allocation of sites for different land uses through the Local Development Framework process

Action	Action Proposed	Description of the Action	Progress					Comments on Progress
			2014	2015	2016	2017	2018	
9.1	Use available information on flood risk to identify appropriate development potential	The aspirations of this strategy, and the related plans and policies, will be embedded in the future land allocation processes required by the LDF.						Strong local flood risk and water management policies are embedded in the Local Plan. Site allocations in the Local Plan reflect recommendations from the FM team for managing flood risk.

Objective 10 - Maximise opportunities to reduce surface water run-off from the upper catchments

Action	Action Proposed	Description of the Action	Progress					Comments on Progress
			2014	2015	2016	2017	2018	
10.1	Develop proposals to engage with significant landowners to employ land management techniques and initiatives which help to reduce the rate of surface water run-off	Much of the Colne and Holme catchments are managed to provide a regular water supply to several large reservoirs, operated by Yorkshire Water, but significant areas provide opportunities through different land management practices to retain rainwater where it falls, delaying its entry to, or reducing the rate it enters, the river system.						Calderdale Council have secured national funding for a natural flood management (nfm) pilot project, following the 2015 flooding in the Upper Calder. Kirklees are working closely with Calderdale to share experiences on nfm techniques. The council is currently preparing a funding bid for nfm measures in the upper Colne/Holme.

Objective 11 - Identify projects and programmes which are affordable, maximising capital funding from external sources

Action	Action Proposed	Description of the Action	Progress					Comments on Progress
			2014	2015	2016	2017	2018	
11.1	Develop a pragmatic programme of schemes and initiatives which are likely to be funded through the National Programme or Local Levy	The strategy describes a suite of measures which can be taken to manage local flood risk. Some measures are more affordable than others with larger capital improvement schemes offering the greatest challenges for funding. The council will deliver the actions detailed in the SWMP to help identify projects for the higher priority areas in the district.						The council has prioritised a programme of work that helps it to better understand the locations and mechanisms of flood risk, which has secured significant external grant over the last 4 years. The priority in the short to medium term will be to identify drainage capacity improvement projects eg highway drainage, watercourse improvement/ maintenance, culvert upsizing etc
11.2	Develop and implement a policy on de-culverting, consistent with the LDF Core Strategy using evidence in the SWMP and RBMP to aid prioritisation	The Council will look for opportunities to de-culvert and return culverted watercourse back to open channel, reducing flood risk and re- establishing biodiversity benefits.						A de-culverting policy is included in the draft Local Plan. Opportunities are taken to persuade developers to open up culverts on development sites wherever practicable.
11.3	Determine all other funding sources, Council, partners and other external, and maximise "match- funding"	The council will develop a maintained list of funding sources applicable to the mitigation measures identified in the strategy.						

Objective 12 - Ensure local FRM knowledge is aligned with the Councils emergency planning procedures

Action	Action Proposed	Description of the Action	Progress					Comments on Progress
			2014	2015	2016	2017	2018	
12.1	Embed the LFRMS into response and recovery plans and use developing knowledge on flood risk to “tune” emergency procedures	The Council’s new responsibilities and current records will be embedded in the Major Incident Plan where appropriate and updated when necessary.						The Council has established a policy and associated operational plan to mobilise council resources to high flood risk areas in advance of predicted flooding. The plan utilises resources from Emergency Planning, Flood Management and Highways to provide a service 24/7, 365 days a year.

Appendix 2

Overview of Flood Management Initiatives and Projects carried out in 2017/18

- Flood Management advice has been provided on 390 **planning applications**
- **220 Flooding/Drainage Investigations** have been carried out
- **£385k of Environment Agency and DfT grant** has been secured during 2017/18 for the following projects
 - **Culvert Refurbishment**
 - **Mirfield Viability Study**
 - **Heckmondwike Viability Study**
 - **Dalton and Waterloo Viability Study**
 - **Mirfield Study Appraisal**
 - **DfT Challenge Fund – Highway Drainage Improvements**

External Grant Funding Secured for Flood Management Activities: 2013 – 2017

Year of Flood Strategy	External funding from Environment Agency/ DfT (£,000's)
2013/14	335
2014/15	415
2015/16	190
2016/17	495
2017/18	385

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Overview and Scrutiny Management Committee

Agenda Plan 2017/18

Membership:

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

Officer Support: Penny Bunker

Date of Meeting	Issues for Consideration	Officer Contact
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>Informal:</p> <p>Bus gates evaluation report (pre decision scrutiny)</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>Jacqui Gedman</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 / Work Programme</p> <p>Informal:</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</p> <p>Penny Bunker / Sam Lawton</p>

	Scrutiny Communication / New Year Bulletin Joint Portfolio Briefings Update	Penny Bunker Penny Bunker
Monday 15 January 2018 10.30 a.m. Council Chamber HTH	Flood Risk Management Plan and progress against action plan (Statutory meeting 2) Informal : Briefings Guidance Note (draft) <i>*Meeting to be followed by at 12.30 by Co-optee Gathering</i>	Cllr McBride / Tom Ghee Penny Bunker
Monday 26 February 2018 10.00 a.m. Council Chamber HTH	The work of the Combined Authority Scrutiny function (10.00) (Cllr Light to attend for this item) Inclusion and Diversity Strategy – Action Plan Update (TBC) Lead Member Reports	Cllr Robert Light Cllr G Turner/ David Bundy All Lead Members
Monday 12 March 2018 Council Chamber HTH	Statutory Meeting (2) – Crime and Disorder (10.00) <ul style="list-style-type: none"> • Community Safety Plan / local crime indicators • Ward Councillors involvement in community cohesion • Prevent Corporate Approach to Performance Management (11.00) Lead Members Update reports (tbc)	Cllr Shabir Pandor/ Carol Gilchrist Rachel Spencer Henshall

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