

# Public Document Pack

## Kirklees Council



Council Chamber - Town Hall, Huddersfield

Tuesday 8 October 2019

Dear Member

**The Council will meet on Wednesday 16 October 2019 at 5.30 pm at Council Chamber - Town Hall, Huddersfield.**

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

The following matters will be debated:

### Pages

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

To receive any announcements from the Mayor and Chief Executive.

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**2: Apologies for absence**

Group Business Managers to submit any apologies for absence.

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**3: Minutes of Previous Meeting**

1 - 6

To agree and authorise the Mayor to sign the Minutes of Council held on 18 September 2019.

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#### **4: Declaration of Interests**

7 - 8

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

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

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

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

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

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

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#### **7: Public Question Time**

The Committee will hear any questions from the general public.

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#### **8: Council Petition Debate**

In accordance with Council Procedure Rule 9a, Council will discuss the subject matter of the petition, which requests that the community retain ownership of the site at Red House, Gomersal.

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#### **9: West Yorkshire Combined Authority - Minutes**

9 - 26

To receive the Minutes of the Meetings of the West Yorkshire Combined Authority held on 25 June and 27 June 2019.

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**10: Budget Strategy Update - 2020 to 2023 Revenue / 2020 to 2025 Capital** 27 - 86

To consider the Budget Strategy Report.

Contact: Eamonn Croston, Finance Director

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**11: Scrutiny Annual Report 2018/2019** 87 - 112

To receive the 2018/2019 Scrutiny Annual Report.

Contact: Penny Bunker, Governance and Democratic Engagement Manager

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**12: Written Questions to the Leader, Cabinet Members, Chairs of Committees and Nominated Spokespersons** 113 - 118

To receive written questions to the Leader, Cabinet Members, Chairs of Committees and Nominated Spokespersons in accordance with Council Procedure Rule 12.

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

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**13: Minutes of Cabinet** 119 - 128

To receive for information; the minutes of the meetings of Cabinet held on 16 July, 13 August and 10 September 2019.

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**14: Holding the Executive to Account**

- (a) To receive a Portfolio Update from the Deputy Leader of the Council / Regeneration Portfolio (Councillor McBride)
- (b) Oral Questions/Comments to Cabinet Members on their Portfolios and relevant Cabinet Minutes;
  - (i) The Deputy Leader of the Council / Regeneration (Councillor McBride)
  - (ii) Children's Portfolio (Councillor Kendrick)
  - (iii) Corporate Portfolio (Councillor Turner)
  - (iv) Culture and Environment (Councillor Walker)
  - (v) Greener Kirklees (Councillor Mather)
  - (vi) Health and Social Care Portfolio (Councillor Khan)
  - (vii) Housing and Democracy (Councillor Scott)

- (viii) Learning, Aspiration and Communities Portfolio  
(Councillor Pattison)
  - (ix) The Leader of the Council
- 

## **15: Minutes of Other Committees**

129 -  
204

To receive for information the minutes of the following Committees;

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

- (a) Appeals Panel (Councillor Dad)
- (b) Corporate Governance and Audit Committee (Councillor Simpson)
- (c) Corporate Parenting Board (Councillor Kendrick)
- (d) Health and Wellbeing Board (Councillor Kendrick)
- (e) Licensing and Safety Committee – including Licensing Panel and Regulatory Panel (Councillor A U Pinnock)
- (f) Overview and Scrutiny Management Committee (Councillor Smaje)
- (g) Personnel Committee (Councillor Pandor)
- (h) Planning Sub Committee - Heavy Woollen Area (Councillor Kane)
- (i) Planning Sub Committee – Huddersfield Area (Councillor Lyons)
- (j) Scrutiny Panel – Children’s (Councillor Marchington)
- (k) Scrutiny Panel – Corporate (Councillor Cooper)
- (l) Scrutiny Panel – Economy and Neighbourhoods (Councillor Uppal)
- (m) Scrutiny Panel – Health and Adult Social Care (Councillor Zaman)
- (n) Standards Committee (Councillor P Davies)
- (o) Strategic Planning Committee (Councillor S Hall)
- (p) Kirklees Neighbourhood Housing (Councillor Mather)
- (q) Kirklees Active Leisure (Councillor Sokhal)
- (r) West Yorkshire Combined Authority (Councillor Pandor)
- (s) West Yorkshire Combined Authority Transport Committee (Councillor Homewood)

- (t) West Yorkshire Fire and Rescue Authority (Councillor O'Donovan)
  - (u) West Yorkshire Joint Services Committee (Councillor Zaman)
  - (v) West Yorkshire Police and Crime Panel (Councillor Ahmed)
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**17: Motion submitted in accordance with Council Procedure Rule 14 as to the Proper Funding of Local Services**

To consider the following Motion in the names of Councillors Cooper, Lee-Richards and Allison;

“The UK as a member of the Council of Europe (this is not the European Union) and as such is a signatory to the European Charter of Local Self Government.

The provisions of the Charter state;

“The protection of financially weaker local authorities calls for the institution of financial equalisation procedures or equivalent measures which are designed to correct the effects of the unequal distribution of potential sources of finance and of the financial burden they must support. Such procedures or measures shall not diminish the discretion local authorities may exercise within their own sphere of responsibility”.

It has been demonstrated that Kirklees Council is seriously underfunded per head of population compared with other Councils with similar responsibilities and characteristics.

This Council calls on the Leader of Kirklees Council to raise this breach with

- the Council of Europe in his role as a member of that body
- the Secretary of State for Housing, Communities and Local Government

This Council further calls on the Leader of the Council, working with all other political group leaders, to request that Government takes steps to ensure that Kirklees is properly able to fund local services and that Government fulfils its obligations as a signatory of the European Charter of Self Government.”

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

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

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

This Council further notes, that in Kirklees, following the roll out of UC Full Service in November 2017, 19,804 people are in receipt of UC support (as at 22 July 2019), which has led to problems with rent arrears, and general indebtedness particularly from the 5 week minimum wait for an initial payment. Kirklees Neighbourhood figures as at 1 October 2018 suggest UC claimants represented 32% of rent accounts in arrears which totalled £1.2m of the debt owed.

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

Official figures show hundreds of thousands of UC payments made nationally are being subject to deductions used to pay back arrears in rent, council tax and utility bills, pushing families into a downward spiral of debt and poverty. Similarly, the Local Welfare Provision (LWP) team in Kirklees are taking more calls from residents who have not been able to make their UC payment last due to insufficient funds including deductions taken from their payments due to advances, arrears payments or tax credit overpayments. The LWP team told us that there was too much reliance on the advance payments system, in reality a loan, which plunges claimants into debt. 72% of referrals made between 1/4/18 – 31/03/19 for foodbanks / fuel vouchers due to “Budgeting / low income” reason are for UC claimants. This compares to only 33% for the period 1/11/17 to 31/3/18.

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

Although the managed migration of UC has been restricted to a pilot, thousands of people are due to transition on to UC this year as a result of ‘natural migration’ (a change in their circumstances).

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

The High Court also recently found in favour of four single mothers who had brought a legal challenge against the government on the

grounds that Universal Credit failed to take account of fluctuating income when they were paid twice in a month because their payday fell very near the end of the month.

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

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

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

- Stop the freeze in social security payments
  - Scrap the 5-week wait for UC
  - Provide the option for alternative pay arrangements for UC
  - Make advance payments non repayable loans
  - Pay childcare payments upfront
  - Stop the two-child limit in support"
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## **19: Motion submitted in accordance with Council Procedure Rule 14 as to Pension Credit**

To consider the following Motion in the names of Councillors Simpson, Pandor, Turner, McBride, O'Donovan, Zaman, Khan, Ahmed, Walker, Warner, Loonat, P Davies, Homewood and Lowe;

"This Council;

- believes that the abolition of free TV licences is a terrible blow to many vulnerable older people who already struggle to make ends meet and particularly to those who are housebound or isolated and rely on their TV for company
- notes the pledge made in the Conservative Party 2017 manifesto to fully fund the TV licence for all over 75s
- notes the Independent Age Credit 'Credit Where It's Due' campaign report, which found that £21m of support for Kirklees' most vulnerable pensioners is being held back by

the barriers to accessing Pension Credit

- does not believe it is acceptable that almost half of all pensioners in Kirklees who are entitled to Pension Credit do not receive it. These vulnerable older residents will also now lose their free TV licences and will be pushed further into deprivation

This Council therefore resolves;

- (i) to write to the new Prime Minister to outline the unacceptable effect that this policy will have on Kirklees' most vulnerable pensioners and call upon him to back the 'Credit Where It's Due' campaign to reform Pension Credit to better support Kirklees' most vulnerable older residents
  - (ii) to use opportunities that exist within the Council to promote the availability of Pension Credit to residents to ensure as many residents as possible are aware of its availability."
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**20: Motion submitted in accordance with Council Procedure Rule 14 as to Regional Support to Leeds Bradford Airport**

To consider the following Motion in the names of Councillors Cooper, Lee-Richards and Allison;

"This Council welcomes;

- the Declaration of a Climate Emergency made by the Leeds City Region on June 27<sup>th</sup>
- the many Climate Emergency Declarations made by Councils in the Leeds City Region

This Council recognises that;

- aircraft release more than 600 million tonnes of the world's major greenhouse gas CO<sub>2</sub> into the atmosphere each year
- aircraft cause about 3.5% of global warming from all human activities
- aircraft greenhouse emissions if unchecked will continue to rise and could contribute up to 15% of global warming from all human activities within 50 years

This Council notes that;

- Leeds City Region are planning to financially support



transport links to Leeds Bradford Airport

- that this investment is aimed to boost activity at Leeds Bradford Airport
- that investment supporting Leeds Bradford Airport and a possible expansion of the airport is incompatible with the Leeds City Regions Declaration of a Climate Emergency and that of the Councils who have declared a Climate Emergency

This Council commits to;

- withdraw support for Leeds City Region funding improved transport links to Leeds Bradford Airport
  - call for a reinvestment of those funds in activities that will promote carbon reductions
  - ensure Leeds City Region applies the principles of their Declaration of a Climate Emergency in all the decisions that they make.”
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## **21: Motion submitted in accordance with Council Procedure Rule 14 as to Improving School Air Quality**

To consider the following Motion in the names of Councillors Munro, Burke, Lawson, A Pinnock, K Pinnock, Iredale, Eastwood, P A Davies, A Smith and Marchington;

“This Council notes:

1. That clean air is one of the most fundamental requirements for a healthy environment;
2. That, according to Defra, the inhalation of particulate pollution can have adverse health impacts and there is ‘understood to be no safe threshold below which no adverse effects would be anticipated’.
3. That polluted air is a silent killer, with an estimated 28,000 – 36,000 deaths in the UK attributed to long-term exposure to air pollution. It also costs our health system between £8.5bn and £18.6 billion each year and has been linked to the development of a range of medical issues, including respiratory disease, coronary heart disease, lung cancer and dementia;
4. That road transport is the principal source of both particulate matter and nitrogen dioxide pollution;

5. That Kirklees Council has an Air Quality Action Plan which outlines the need to improve the physical infrastructure across the district to ensure that walking and cycling is easier. The Council has also declared a 'climate emergency' and established a councillor-led working party to identify practical measures to reduce emissions, take environmental considerations in mind when developing new policies and to propose targets for future action;
6. Public Health England's *Review of Interventions to Improve Outdoor Air Quality and Public Health* (2019) report, which outlines measures to tackle air pollution, including improving air quality at schools;
7. Some schools in Kirklees have expressed concern about the impact of air pollution on pupils and would be supportive of measures and initiatives to improve air quality.

This Council believes that:

Air pollution particularly affects the most vulnerable in society. It poses a serious threat to the health of children, whose lungs are still developing;

1. Local authorities, including Kirklees Council, have a hugely important role in tackling air pollution and improving air quality across the district. Children need to be a priority in improving air quality and the Council need to do more to tackle air pollution at schools across Kirklees to ensure that our children are healthy;
2. The Government's *Clean Air Strategy* (2019) has failed to show adequate leadership in tackling air pollution at a national level. Local authorities, including Kirklees Council, need to respond and shift their focus towards preventative measures in tackling air pollution, rather than being reactive;
3. The Council needs to develop a dialogue and work more closely with local schools and parents to discuss air quality issues. The Council understands that tackling air pollution can require a holistic approach;
4. It is important that the Council promotes sustainable active travel, including walking and cycling to schools;
5. There are opportunities for the Council to work with local schools to devise and implement new initiatives to tackle air pollution, including conducting school air quality audits; creating 'no idling zones' for motor vehicles outside schools; promoting 'School Streets' and 'Street Play'. It is also vital to regularly monitor air quality outside all schools across the

district.

**This Council, therefore, resolves to:**

1. Ask Cabinet to engage with local schools to prepare school air quality audits in order to help identify bespoke and tailored local measures to tackle toxic air pollution;
  2. Ask Cabinet to engage with schools to design and deliver air pollution campaigns that engage with and encourage pupils to learn about air pollution in their area;
  3. Ask Cabinet to consider pilot schemes to tackle air pollution at schools across Kirklees. This might include 'Street Play' and 'Car Free School Streets', which enables local authorities to use existing powers to allow temporary road closures outside schools. These types of initiatives cut down on traffic and parking pressures outside schools, provide greater opportunities for children to play outdoors, improve road safety and promote a healthy environment;
  4. Promote vehicle 'no idling' zones outside schools and ask Cabinet to investigate the possibility of implementing a programme of work to educate pupils and parents about the dangers of vehicle engine idling on health;
  5. Actively encourage local businesses to sponsor green walls and pollution-absorbing trees near schools"
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**22: Motion submitted in accordance with Council Procedure Rule 14 as to Interest Rates Starving NHS Trusts**

To consider the following Motion in the names of Councillors Munro, Burke, Lawson, A Pinnock, K Pinnock, Iredale, Eastwood, P A Davies, A Smith and Marchington:

"This Council notes that:

1. Following Freedom of Information requests by the national Liberal Democrat party, it has been revealed that health trusts across England have paid more than £607m in interest payments since 2013-14;
2. Calderdale and Huddersfield NHS Foundation Trust has paid at least £2,841,049 in interest on outstanding debt since 2013-14. Yorkshire Ambulance Service NHS Trust has paid £575,776 in interest, while Mid Yorkshire Hospitals NHS Trust has paid at least £4,734,551 in the same period;
3. NHS health trusts paid almost £63m of interest on outstanding

debt in 2013/14, rising dramatically to over £205m in 2017/18. NHS trusts across England are more than £1.2bn in debt;

4. Health trusts can request repayable loans from the Department of Health and Social Care if they face a shortfall in funding, but the Government charges interest of up to 6% on the loans. Currently, nearly a third of loans have rates of 3.5% or more;
5. The scheme of 'deficit loans', which requires health trusts to pay back the loans with interest, replaced the system of permanent public investment in 2014;
6. Kirklees Council has responsibility for improving local public health services. The *Health and Social Care Act 2012* conferred new duties on local authorities, including Kirklees Council, to improve public health as well as existing social care obligations, which are impacted by NHS services.

This Council believes that:

1. The excessive interest rates and the compounding lack of investment in our NHS is putting the future of health trusts, including Calderdale and Huddersfield NHS Foundation Trust, in jeopardy by forcing them to take out loans to stay afloat day-to-day and impacting the residents in Kirklees;
2. The budget deficits experienced by health trusts are often the result of underfunding, rather than overspending;
3. The current system of loans and interest payments does little to provide long-term planning or improve the quality of patient care. There need to be changes to the way that money moves around the NHS. The current system is forcing our local health trusts to make further cuts in spending on patients to pay interest charges. In doing so, it is undermining local health care across Kirklees.

This Council, therefore, resolves:

That the Leader of the Council writes to the Secretary of State for Health and Social Care, requesting an urgent review of the current system of loans and interest payments in the health sector."

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By Order of the Council



Chief Executive

Contact Officer: Penny Bunker

## **COUNCIL**

### **KIRKLEES COUNCIL**

**At the Meeting of the Council of the Borough of Kirklees held at  
Council Chamber - Town Hall, Huddersfield on Wednesday 18 September 2019**

## **PRESENT**

**The Mayor (Councillor Mumtaz Hussain) in the Chair**

## **COUNCILLORS**

|                                 |                                   |
|---------------------------------|-----------------------------------|
| Councillor Masood Ahmed         | Councillor Mahmood Akhtar         |
| Councillor Karen Allison        | Councillor Bill Armer             |
| Councillor Gulfam Asif          | Councillor Martyn Bolt            |
| Councillor Cahal Burke          | Councillor Aafaq Butt             |
| Councillor Andrew Cooper        | Councillor Nosheen Dad            |
| Councillor Paola Antonia Davies | Councillor Paul Davies            |
| Councillor Richard Eastwood     | Councillor Donald Firth           |
| Councillor Charlotte Goodwin    | Councillor Michelle Grainger-Mead |
| Councillor Nell Griffiths       | Councillor David Hall             |
| Councillor Steve Hall           | Councillor Lisa Holmes            |
| Councillor Erin Hill            | Councillor James Homewood         |
| Councillor Yusra Hussain        | Councillor Christine Iredale      |
| Councillor Paul Kane            | Councillor Manisha Roma Kaushik   |
| Councillor Viv Kendrick         | Councillor Musarrat Khan          |
| Councillor John Lawson          | Councillor Vivien Lees-Hamilton   |
| Councillor Susan Lee-Richards   | Councillor Fazila Loonat          |
| Councillor Gwen Lowe            | Councillor Aleks Lukic            |
| Councillor Terry Lyons          | Councillor Andrew Marchington     |
| Councillor Naheed Mather        | Councillor Peter McBride          |
| Councillor Bernard McGuin       | Councillor Alison Munro           |
| Councillor Richard Murgatroyd   | Councillor Shabir Pandor          |
| Councillor Nigel Patrick        | Councillor Carole Pattison        |
| Councillor Mussarat Pervaiz     | Councillor Amanda Pinnock         |
| Councillor Andrew Pinnock       | Councillor Kath Pinnock           |
| Councillor Mohammad Sarwar      | Councillor Cathy Scott            |
| Councillor Will Simpson         | Councillor Elizabeth Smaje        |
| Councillor Anthony Smith        | Councillor Richard Smith          |
| Councillor Mohan Sokhal         | Councillor John Taylor            |
| Councillor Kath Taylor          | Councillor Mark Thompson          |
| Councillor Graham Turner        | Councillor Sheikh Ullah           |
| Councillor Harpreet Uppal       | Councillor Rob Walker             |
| Councillor Lesley Warner        | Councillor Michael Watson         |
| Councillor Paul White           | Councillor Habiban Zaman          |

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

The Council observed a minutes silence in respect for Archie Bruce a Batley Bulldogs player who tragically passed away on 18 August 2019 after making his debut as a professional rugby league player.

Councillor Gwen Lowe paid a personal tribute to Archie Bruce.

On behalf of the Council the Chief Executive extended warmest congratulations to Olivia Barnden who had been named as Youth Librarian of the Year. Olivia who had been working with Kirklees Libraries since 2003, received the award from the Youth Libraries Group, in conjunction with the Enid Blyton Estate. The award recognises the innovation and dedication of a staff member working with children and young people in a public library.

**45 Apologies for absence**

Apologies for absence were received from Councillor Charles Greaves and Councillor Darren O'Donovan.

**46 Minutes of Previous Meeting**

**RESOLVED** - That the minutes of the meeting of Council held on 17 July 2019 be approved as a correct record subject to the inclusion of Councillor Eastwood within the list of attendees.

**47 Declaration of Interests**

Councillor Armer declared an 'other' interest in agenda item 19 as his wife is in receipt of a free television licence. (Minute no. 62 refers)

Councillor Firth declared an 'other' interest in agenda item 19 as a member of his household is in receipt of a free television licence. (Minute no. 62 refers)

Councillor Lowe declared an 'other' interest in agenda item 19 as a family member is in receipt of a free television licence. (Minute no. 62 refers)

Councillor Lowe also declared an 'other' interest in agenda item 11 as a family member is employed by Kirklees Active Leisure. (Minute no. 62 refers)

Councillor Lyons declared an 'other' interest in agenda item 19 as he is entitled to a free television licence. (Minute no. 62 refers)

Councillor Patrick declared an 'other' interest in agenda item 19 as a member of his family is in receipt of a free television licence. (Minute no. 62 refers)

Councillor Smaje declared an 'other' interest in agenda item 19 as a member of her household is in receipt of a free television licence. (Minute no. 62 refers)

Councillor Sokhal declared an 'other' interest in agenda item 19 as he is in receipt of a free television licence. (Minute no. 62 refers)

Councillor Zaman declared an 'other' interest in agenda item 19 as a member of her family is in receipt of a free TV licence. (Minute no. 62 refers)

**48 Petitions (From Members of the Council)**

Councillor Munro advised that she would be forwarding a petition requesting traffic calming measures in Almondbury. The petition was linked to the public deputation at 49 (ii).

**49 Deputations & Petitions (From Members of the Public)**

Council received deputations from (i) Dr Andrew Smith in support of the motion on forgotten workers; (ii) Mr Ronald Berry regarding traffic problems in Westgate and Kaye Lane, Almondbury (a petition was also submitted); (iii) Save Greenhead Trees and Kirklees Climate Emergency Groups on the development of a Kirklees Trees Policy in response to the climate emergency; (iv) Cassandra Whittingham on information and support to parents following the closure of the secondary phase of Almondbury High School and (v) Mrs Beth Fry on the impact on admission areas in the closure the secondary phase of Almondbury High School.

The cabinet member for Corporate (Councillor Turner) provided a response to (i). The cabinet member for Culture and Environment (Councillor Walker) responded to (ii) and (iii). The cabinet member for Learning, Aspiration and Communities (Cllr Pattison) provided a response to (iv) and (v).

**50 Public Question Time**

Council received questions from;

- (i) Mr Mike Prior; regarding the Council's response to a call for a global day of strikes in support of the climate emergency.

A response was provided by the Leader of the Council.

- (ii) Mrs Beth Fry: pursuant to the deputation at Minute 49 (v)

A response was provided by the Cabinet Member for Learning, Aspiration and Communities - Councillor Pattison

- (iii) Heather Peacock: pursuant to the deputation at Minute 49 (iii)

A response was provided by the Cabinet Member for Culture and Environment – Councillor Walker

- (iv) Adrian Stygall; pursuant to the deputation at Minute 49 (iii)

A response was provided by the Cabinet Member for Culture and Environment – Councillor Walker

**51 Council Petition Debate**

In accordance with Council Procedure Rule 9A, Council debated the content of a petition which had previously been submitted and exceeded the 3,000 signatures petition threshold regarding Flockton bypass. Mr David Rawling made a representation on behalf of the petitioners.

## Council - 18 September 2019

The content of the debate was received and noted.

**52 West Yorkshire Combined Authority - Minutes**

Item not considered (due to time constraints).

**53 Report of Members Allowances Independent Review Panel (Reference from Corporate Governance and Audit Committee)**

It was moved by Councillor Simpson, seconded by Councillor J Taylor, and

**RESOLVED -**

(1) That the Special Responsibility Allowance for the Place Partnerships Lead Councillor role is paid at Band D (£5,009) and that this be backdated to the date of Annual Council, 22 May 2019, when the Lead Councillors were appointed.

(2) That the Parental Leave Policy be adopted.

**54 Kirklees Active Leisure - Annual Update**

Council received an annual update presentation from the Chief Executive of Kirklees Active Leisure, Alasdair Brown, the Chair of Trustees, Dawn Stephenson and Trustee Brian Stahelin on the work and performance of Kirklees Active Leisure. Following the presentation, Council were given the opportunity to comment and ask questions on the content of the presentation.

**RESOLVED -** The Council received and noted the Annual update presentation from Kirklees Active Leisure.

**55 Scrutiny Annual Report 2018/2019**

Item not considered (due to time constraints).

**56 Children's Scrutiny Panel - Call In of Cabinet Decision**

Council considered the outcomes of the call in review meeting held on 7 August 2019 into the Cabinet decision on the future options for Almondbury Community School.

**RESOLVED -** That Council noted the outcomes of the call in review meeting of the Cabinet decision on the Future Options for Almondbury Community School – final decision.

**57 Written Questions to the Leader, Cabinet Members, Chairs of Committees and Nominated Spokespersons**

Item not considered (due to time constraints).

**58 Key Discussion - Children's Services**

Following a presentation by Mel Meggs, Director for Children's Services, the Council held a key discussion debate on Children's Services.



**59 Motion submitted in accordance with Council Procedure Rule 14 as to the Proper Funding of Local Services**

Item not considered (due to time constraints).

**60 Motion submitted in accordance with Council Procedure Rule 14 as to Forgotten Workers**

It was moved by Councillor Hill, seconded by Councillor Graham Turner and:

**RESOLVED** - That this Council notes;

- the content and recommendations of the “Forgotten Workers” report, carried out jointly between Durham and Bradford universities, and notes that it is an independent piece of work, carried out with due academic rigour and appropriate research methods
- that this report is the first of its kind into the issues of low pay and multiple employment in this region. The scale and nature of the issues it highlights should be cause for concern for all of us here in Kirklees
- that for the first time in history, the majority of people classed as living in poverty are also in work (55%). Most children in poverty now come from households where at least one adult is in work. The narrative put forward in recent decades by governments of all parties - that work is the best route out of poverty - is clearly now not the case. The social contract of “getting on if you work hard” has demonstrably failed
- with alarm, the kind of stories the report has unearthed, and the implications for the health and well-being of some of our most vulnerable residents and their families. The researchers found workers with 2, 3, 4, 5, 6 and even 7 different jobs who are all struggling to make ends meet due to low-pay and limited working hours. They were typically employed in cleaning, catering, the care sector, security, social services, education, retail, public services, administration and IT services. These workers are employed on a combination of full-time, part-time, agency, temporary, seasonal, casual and zero hour’s contracts. They all reported high levels of stress and exhaustion, and deteriorating relationships with family and friends
- that people who do legitimately work in more than one low-paid job are largely absent from academic and policy coverage. We note our responsibility not only as a local authority with responsibility for nearly half a million people, but also as one of the largest employers and commissioners in the area

This Council has a duty to consider the practical recommendations of the Forgotten Workers report as an employer, to ensure as far as possible that our suppliers and commissioned services do so too. We also have a duty as a politically led organisation to represent our constituents who are in this situation, and to apply pressure where we can to move the issues which affect this group to the top of the local and national policy agenda.

This Council therefore:

- reiterates its commitment to paying all our employees the Affordable Living Wage, and where we commission and outsource work, to encourage the same commitment from those employers.

## Council - 18 September 2019

- offers all Kirklees employees a guarantee of dignity and fair treatment at work, regardless of position, length of service, or wage.
- asks Cabinet to investigate the possibility of carrying out information gathering across the Kirklees area to find out how many people are currently in multiple employment.
- asks Cabinet to commission work to report on potential actions which would ameliorate the immediate impacts of multiple employment, e.g. poor mental health and diet.
- asks the Leader to identify the Cabinet Member responsible, and that the Cabinet Member reports back to Council on the information gathered and the work commissioned (and the combined findings of both) no later than the scheduled December Council Meeting.”

**61 Motion submitted in accordance with Council Procedure Rule 14 as to Universal Credit**

Item not considered (due to time constraints).

**62 Motion submitted in accordance with Council Procedure Rule 14 as to Pension Credit**

Item not considered (due to time constraints).

**63 Motion submitted in accordance with Council Procedure Rule 14 as to Regional Support to Leeds Bradford Airport**

Item not considered (due to time constraints).

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

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

## NOTES

### Disclosable Pecuniary Interests

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

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

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

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

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

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

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

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

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

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

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

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



**MINUTES OF THE MEETING OF THE  
WEST YORKSHIRE COMBINED AUTHORITY  
HELD ON TUESDAY, 25 JUNE 2019 AT COMMITTEE ROOM A,  
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

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**Present:**

|                                       |                    |
|---------------------------------------|--------------------|
| Councillor Susan Hinchcliffe (Chair)  | Bradford Council   |
| Councillor Tim Swift MBE (Vice-Chair) | Calderdale Council |
| Councillor Judith Blake CBE           | Leeds City Council |
| Councillor John Pennington            | Bradford Council   |

**In attendance:**

|                          |                                   |
|--------------------------|-----------------------------------|
| Councillor Kim Groves    | Leeds City Council                |
| Councillor Peter Harrand | Leeds City Council                |
| Richard George           | SNC-Lavalin                       |
| Ben Still                | West Yorkshire Combined Authority |

**1. Combined Authority Member Briefing with Richard George**

Richard George (RG) was introduced to the meeting and welcomed the fact that the meeting was held in public. He outlined his role as an honest broker to identify the problems effecting rail in the North of England, particularly in relation to the disruption caused by the May 2018 timetable changes. RG outlined some of the preliminary findings of his report which included:

**Capacity**

- RG discussed the way in which capacity issues can affect the resilience and efficiency of the system.
- Capacity issues at particular pinchpoints which had a disproportionate impact on the network. The pinchpoints identified were; Leeds station, central Manchester, Leeds Neville Hill Depot, and East Coast Mainline north of York.
- Richard George described the rail network as at capacity, with little scope for appropriate contingency planning in times of disruption.
- It was noted that technology had been introduced to monitor the number of passengers left behind at stations due to short formed trains.
- A realistic approach to capacity issues could have helped to counteract the problems around the May 2018 timetable It was noted that

franchising forced optimism into the rail industry and a frank discussion about the deliverability of franchise commitments was necessary.

### **System Leadership**

- RG identified a lack of appropriate organisational checks and balances as significant issues for the rail industry.
- RG emphasised the need for parties to operate in a more collaborative way and for the needs of the system as a whole to override the commercial needs of any single organisation.
- Members were informed that Network Rail now have processes in place to catch timetable issues before they arise
- RG referenced the Programme Management Office (PMO) that safeguards and scrutinises future timetable changes. Members suggested meeting with Paul McMahon from the PMO team to gain a greater insight into this process.
- The structure of decision making in the rail industry was discussed and RG suggested that the distinction between rail industry decisions and political decisions had been blurred. Planners make decisions which should have input from politicians and the wider public.
- Cllr Blake raised concerns regarding a lack accountability in decision making and a lack of checks and balances and the potential for devolved decision making on rail to benefit the region.

### **Infrastructure**

- It was noted that the North of England had been used to running a cost effective rail service which struggled to cope with increasing demand on what has increasingly become a busy commuter network.
- Richard George discussed the 'grit in the system'; the smaller inefficiencies that clog up the rail network that need to be addressed.

### **Local Knowledge / Skills**

- RG identified a trend in which the rail industry had become centralised and staff less specialist.
- While it was recognised that this centralising trend made the network more efficient; it had also brought about a collective loss local knowledge.
- RG suggested that a training regime could be introduced whereby staff in the centralised offices focus on a station or area in particular for a period of a year before rotating, to ensure some more specialised knowledge could be retained.

**MINUTES OF THE MEETING OF THE  
WEST YORKSHIRE COMBINED AUTHORITY  
HELD ON THURSDAY, 27 JUNE 2019 AT COMMITTEE ROOM A,  
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

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**Present:**

|                                       |                            |
|---------------------------------------|----------------------------|
| Councillor Susan Hinchcliffe (Chair)  | Bradford Council           |
| Councillor Judith Blake CBE           | Leeds City Council         |
| Councillor Peter Box CBE              | Wakefield Council          |
| Councillor Stewart Golton             | Leeds City Council         |
| Councillor David Hall                 | Kirklees Council           |
| Professor Bob Cryan CBE (Substitute)  | University of Huddersfield |
| Councillor Shabir Pandor              | Kirklees Council           |
| Councillor John Pennington            | Bradford Council           |
| Councillor Jane Scullion (Substitute) | Calderdale Council         |

**In attendance:**

|                            |   |
|----------------------------|---|
| Councillor Kim Groves      | Chair, Transport Committee                    |
| Councillor Elizabeth Smaje | Outgoing Chair, Overview & Scrutiny Committee |
| Ben Still                  | West Yorkshire Combined Authority             |
| Caroline Allen             | West Yorkshire Combined Authority             |
| Ruth Chaplin               | West Yorkshire Combined Authority             |

**1. Membership of the West Yorkshire Combined Authority**

The Combined Authority considered a report of the Director of Corporate Services in respect of the following:

- The appointment of members and substitute members to the West Yorkshire Combined Authority (the Combined Authority) by the constituent councils (West Yorkshire councils) and the non-constituent council (the City of York Council).
- The appointment of the Leeds City Region Local Enterprise Partnership Combined Authority Member (“the LEP Member”) and substitute LEP Member to the Combined Authority.
- Granting of voting rights to the member of the Combined Authority appointed by the City of York Council and to the LEP Member, (and their substitutes).

**Resolved:**

- (a) That the members of the Combined Authority and their substitutes appointed by the constituent councils and the non-constituent council (the City of York Council) as set out in Appendix 1 to the report be noted.
- (b) That Roger Marsh be appointed as the LEP Member of the Combined Authority, and Professor Bob Cryan as substitute LEP Member, to act in the absence of the LEP Member.
- (c) That the LEP Member and the member of the Combined Authority appointed by the non-constituent council (City of York Council) may vote at any meetings of the Combined Authority (including any committee or sub-committee to which those members are appointed) on any decision, subject to the following exceptions:-
  - budget and levy setting; and
  - the adoption of any implementation plans appended to the West Yorkshire Transport Strategy 2040 which relate specifically to the combined area (that is, West Yorkshire).
- (d) That the substitutes for the LEP Member and the member of the Combined Authority appointed by the non-constituent council (City of York Council) may exercise the voting rights granted to the LEP Member and the member of the Combined Authority appointed by the non-constituent council (the City of York Council) when acting in the absence of their respective member.

## **2. Appointment of the Chair and Vice Chair**

Members were asked to consider nominations for the positions of Chair and Vice Chair of the West Yorkshire Combined Authority (Combined Authority) for the municipal year 2019/20.

### **Resolved:**

- (a) That Councillor Susan Hinchcliffe be appointed as Chair of the Combined Authority.
- (b) That Councillor Tim Swift be appointed as Vice Chair of the Combined Authority.

## **3. Apologies for Absence**

Apologies for absence were received from Roger Marsh and Councillor Tim Swift.

## **4. Declarations of Disclosable Pecuniary Interests**

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

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



**Resolved:** That in accordance with paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, the public be excluded from the meeting during consideration of Appendix 3 to Agenda Item 17 on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information and for the reasons set out in the report that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**6. Minutes of the Meeting of the Combined Authority held on 25 April 2019**

**Resolved:** That the minutes of the meeting of the West Yorkshire Combined Authority held on 25 April 2019 be approved and signed by the Chair.

**7. Announcements**

The Chair welcomed Councillor Aspden who was returning to the Combined Authority as the City of York Council's representative and Councillor Jane Scullion who was the new substitute member for Councillor Tim Swift. Thanks were given to the outgoing Chair of the Overview & Scrutiny Committee, Councillor Elizabeth Smaje for her work and valuable input during her term of office and it was reported that Councillor Peter Harrand would be replacing her as Chair of the Committee.

**8. Committee Arrangements and Appointments**

The Combined Authority considered a report of the Director of Corporate Services in respect of committee arrangements and appointments:

- To appoint committees of the West Yorkshire Combined Authority (the Combined Authority).
- To appoint or co-opt members onto the Combined Authority's committees.
- To appoint the Chairs and Deputy Chairs of the Combined Authority's committees.
- To grant voting rights to some members of the Combined Authority's committees.
- To confirm the continuing appointment of Independent Persons.

It was reported that since publication of the agenda papers, the following outstanding nomination had been confirmed:

- Employment & Skills Panel : Councillor Adam Wilkinson (Calderdale)

The appointment of Councillor Martyn Bolt (Kirklees) as the leader of opposition on Transport Committee was also confirmed.

**Resolved:**

- (a) That, in relation to appointment of committees –
- (i) That the following statutory committees be appointed on the terms of reference set out in the relevant Appendix attached to the submitted report:
- Governance and Audit Committee (Appendix 1)
  - Overview and Scrutiny Committee (Appendix 2)
- (ii) That the following committees be appointed, on the terms of reference set out in the relevant Appendix attached to the submitted report:
- Transport Committee (Appendix 3)
  - West Yorkshire and York Investment Committee (Appendix 4)
  - Leeds City Region Partnership Committee (Appendix 5)
- (iii) That the following advisory panels be appointed as advisory committees which also report to the LEP Board, on the terms of reference set out in the relevant Appendix attached to the submitted report:
- Business Innovation and Growth Panel (Appendix 6)
  - Employment and Skills Panel (Appendix 7)
  - Green Economy Panel (Appendix 8)
  - Inclusive Growth and Public Policy Panel (Appendix 9)
  - Place Panel (Appendix 10)
- (b) That, in relation to the appointment of committee members –
- (i) That in accordance with Section 17 Local Government and Housing Act 1989 the Combined Authority appoints its members to:
- The Transport Committee and the West Yorkshire and York Investment Committee, as set out in Appendix 11 to the submitted report.
  - The Leeds City Region Partnership Committee as follows:
    - each of the 5 Combined Authority Members singly appointed by each constituent council; and
    - the member of the Combined Authority appointed by the non-constituent council (the City of York Council).
  - The Business Innovation and Growth Panel, Employment and Skills Panel, Green Economy Panel, Inclusive Growth and Public Policy Panel and the Place Panel as set out in Appendix 12 of the submitted report.

- (ii) That the Combined Authority appoints its members to the Governance and Audit Committee, as set out in Appendix 11 to the submitted report, together with Andy Clayton as an independent member of the Governance and Audit Committee for this municipal year, and (in principle) an additional Independent Member.
  - (iii) That the Head of Legal and Governance Service be authorised to progress appointment arrangements for the additional Independent Member of the Governance and Audit Committee, including convening an interview panel to make recommendations to the Combined Authority.
  - (iv) That the Combined Authority appoints members and substitutes to the Overview and Scrutiny Committee as set out in Appendix 11 of the submitted report.
  - (v) That the Combined Authority co-opts members to:
    - the Transport Committee as set out in Appendix 11;
    - the West Yorkshire and York Investment Committee as set out in paragraph 2 of the submitted report;
    - the advisory panels as set out in Appendix 12 with the addition of Councillor Adam Wilkinson (Calderdale) to the Employment and Skills Panel;
    - the Leeds City Region Partnership Committee as set out in paragraph 2.9 of the submitted report, including a substitute for each member as set out in paragraph 2.10 of the submitted report.
- (c) That, in relation to voting rights for committee members, (in addition to any member of the Combined Authority on the committee exercising one vote) –
- (i) It be noted that any member of a constituent council appointed to the Overview and Scrutiny Committee has one vote and that this may be exercised in their absence by their substitute.
  - (ii) That any member of the City of York Council co-opted to the Overview and Scrutiny Committee shall be a voting member of that committee (and of any sub-committee to which they may be appointed by that committee) and that any such vote may be exercised in their absence by their substitute.
  - (iii) That any Independent Member of the Governance and Audit Committee shall be a voting member of that committee.
  - (iv) That any co-opted member of the Leeds City Region Partnership Committee shall be a voting member of that committee and that a vote may be exercised in their absence by their substitute.

- (v) That any constituent council member co-opted to the Transport Committee shall be a voting member of that committee (and of any sub-committee to which they may be appointed by that committee).
  - (vi) That any constituent council member or member of the City of York Council on the West Yorkshire and York Investment Committee shall be a voting member of that committee (and of any sub-committee to which they may be appointed by that committee).
  - (vii) That any of the following co-opted to the advisory panels set out in Appendix 12 shall be a voting member:
    - any local authority representative; and
    - any private sector representative.
- (d) That the Combined Authority appoints:
- Chairs and Deputy Chairs to committees, as set out in paragraph 2.9 of the submitted report for the Leeds City Region Partnership Committee, and Appendices 11 and 12 in respect of other committees and panels; and
  - Councillor Martyn Bolt (Kirklees) to the leader of the opposition position on Transport Committee.
- (e) That Ian Brown and Carolyn Lord continue as Independent Persons in relation to complaints concerning allegations of a breach of the Combined Authority's Members' Code of Conduct on the existing terms for remuneration, until the Combined Authority's annual meeting in 2020.

## 9. Representation on Outside Bodies

The Combined Authority considered a report of the Director of Corporate Services regarding Combined Authority representation on outside bodies.

It was reported that Rail North Ltd was to be wound up in the near future. However Directors would be re-appointed to the company who will act in the role until Rail North Ltd was wound up.

**Resolved:** That the appointments to the outside bodies for the municipal year 2019/20 as detailed in Appendix 1 to the submitted report be approved.

## 10. Governance Arrangements

The Combined Authority considered a report of the Director of Corporate Services in respect of amendments to the Combined Authority's governance documents.

**Resolved:**

- (a) That the Combined Authority approves the governance documents attached to the submitted report in the following appendices:
- Procedure Standing Orders – Appendix 1
  - Access to Information Annex to Procedure Standing Orders – Appendix 2
  - Code of Practice for recording meetings – Appendix 3
  - Scrutiny Standing Orders – Appendix 4
  - Contracts Standing Orders – Appendix 5
  - Financial Regulations – Appendix 6
- (b) That the Combined Authority notes the summary of recommendations of the Committee on Standards in Public Life set out in the report (including the best practice recommendations set out in Appendix 7), and the Governance and Audit Committee be requested to review the report issued by the Committee on Standards in Public Life and make any further recommendations in respect of the Combined Authority's standards arrangements.
- (c) That in relation to standards arrangements, the Combined Authority approves the following:
- Members' Code of Conduct – Appendix 8
  - Procedure for Considering Complaints against Members – Appendix 9
  - Conflicts of Interest Policy - Appendix 10
  - Conflicts of Interest Protocol - Appendix 11
- (d) That the Combined Authority agrees the proposals set out in the report, in relation to dispensation arrangements.

## **11. Corporate Governance Code and Framework**

The Combined Authority considered a report of the Director of Corporate Services in respect of a revised Corporate Governance Code and Framework and the Annual Governance Statement for inclusion in the annual statutory accounts.

### **Resolved:**

- (a) That the revised Corporate Governance Code and Framework be approved.
- (b) That the Annual Governance Statement be endorsed.

## **12. Members' Allowances Scheme**

The Combined Authority considered a report of the Director of Corporate Services in respect of the Members' Allowances Scheme.

The distribution of basic and special responsibility allowances was discussed and it was noted that these were paid to members of the Overview & Scrutiny Committee and Transport Committee to reflect detailed work undertaken by committee members across the region in addition to attendance at formal meetings.

**Resolved:** That the Members' Allowances Scheme, attached as Appendix 1 to the submitted report, be adopted for the municipal year 2019/20.

### **13. Officer Arrangements**

The Combined Authority considered a report of the Director of Corporate Services in respect of the Combined Authority's Officer Delegation Scheme.

**Resolved:** That the Officer Delegation Scheme, attached as Appendix 1 to the submitted report, be approved.

### **14. Scrutiny Annual Report and Statutory Guidance**

The Combined Authority considered a report of the Director of Corporate Services on the scrutiny annual report 2018/19 and statutory guidance.

Councillor Liz Smaje, the outgoing Chair of the Overview and Scrutiny Committee, highlighted the work undertaken by the Committee during the 2018/19 municipal year which was outlined in the summary provided in the report.

It was noted that new statutory scrutiny guidance had been issued by Government in May 2019 and the Combined Authority intend to review the current scrutiny arrangements to ensure they are compliant with the new statutory guidance and in line with best practice in scrutiny nationally.

The benefits of scrutiny as part of the organisation's decision making process were welcomed and Councillor Smaje and the Committee were thanked for their work over the last 12 months. It was noted that Councillor Harrand would take over as Chair of the Committee for the 2019/20 municipal year.

**Resolved:**

- (a) That the annual report summarising the work undertaken by the Overview and Scrutiny Committee in 2018/19 be noted.
- (b) That the new statutory scrutiny guidance issued by the government and the next steps be noted.

### **15. Calendar of Meetings 2019/20**

The Combined Authority considered a report of the Director of Corporate Services setting out a proposed calendar of meetings for 2019/20.

**Resolved:**

- (a) That the dates of meetings for the LEP Board as agreed by the LEP Board at its annual meeting be noted.
- (b) That the calendar of meetings of the Combined Authority, its committees and sub-committees for 2019/20, as detailed in Appendix 1 to the submitted report, be approved.

## 16. Rail Reviews

The Combined Authority considered a report of the Director of Transport Services which provided an update on the following rail reviews:

- Richard George commission
- The Blake Jones Review
- Williams Rail Review

It was noted that Richard George had been invited to the Combined Authority meeting to discuss the main outcomes of the work he had undertaken. However, as he was unable to attend, a briefing for members of the Combined Authority had been arranged and this had taken place on 25 June 2019. The briefing session was held in public. Members had welcomed the meeting which had provided the opportunity for them to ask questions and discuss the work, particularly in respect of the dysfunction of the current state and structure of the railway and the existing franchise process.

Richard George had been appointed by the Government to oversee infrastructure and train operations, working closely with Transport for the North, the Rail North Partnership, Network Rail and the train operators. Richard George's appointment had now concluded and a final report setting out the full details of the findings and responses to the issues raised was due to be published in the near future, subject to Department for Transport sign-off.

Councillor Judith Blake provided an update on the Blake Jones Review which was due to be published in the near future. The review identifies the following four key areas of change:

- A focus on passengers
- Improved accountability
- Better communications and greater transparency
- Improved trust and responsiveness

The review will also feed into the review into the structure of the rail industry led by Keith Williams. The work of the Blake Jones review has also fed into the TfN and Combined Authority's responses to the Williams Rail Review. Members considered the Authority's submission in response to the Second Call for Evidence – Objective and Assessment Criteria which was attached at Appendix 1. It was reported that the TfN proposition calls for a strengthened role for TfN in the management of the railway and this had been discussed at the TfN's recent Board meeting. It was proposed that a letter be sent to the two candidates in the current Prime Ministerial election seeking their

commitment for more investment and devolved powers for the North.

The Williams Rail Review's findings and recommendations are due to be published in a Government White Paper in Autumn 2019, with reform expected to commence in 2020.

**Resolved:**

- (a) That the discussion held with Richard George following the conclusion of his appointment be noted.
- (b) That the update on the Blake Jones Review be noted.
- (c) That the final submission to the Williams Rail Review be endorsed.
- (d) That a letter be sent to the two contenders in the current Prime Ministerial election to ask for their commitment for more investment and devolved powers for the North.

**17. Capital Spending and Project Approvals**

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

- Mirfield to Dewsbury to Leeds
- South East Bradford Link Road
- Gain Lane Enterprise Zone
- Transport Hubs and Connecting Communities

It was reported that some concerns had been raised regarding the South East Bradford Link Road project and members were advised that all local authorities would be consulted on the scheme.

It was noted that since the last meeting, decisions on the following schemes have been made by the Investment Committee:

- City Connect Phase 3
- Halifax Living
- West Yorkshire Combined Authority Head Office Accommodation Project
- Garforth Rail Station Car Park Extension

In addition to the above decisions, the Authority considered a sub-delegation to enable the Investment Committee to make a decision on the revised approval route for the Wakefield City Centre Package Phase 2 Ings Road Scheme.

Details of all the schemes were provided in the submitted report.

**Resolved:**



(a) In respect of Mirfield to Dewsbury to Leeds (M2D2L) -

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

- (i) That the M2D2L project proceeds through decision point 2 and work commences on activity 3 (outline business case).
- (ii) That an indicative approval of the Combined Authority's contribution of £12.5 million (which will be funded through the West Yorkshire plus Transport Fund) is given with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs). The total project value will be £13 million, this will be funded from a Combined Authority contribution plus £500,000 from the Leeds City Council Section 106 fund).
- (iii) That costs of £325,000 are approved in order to progress the scheme to decision point 3 (outline business case) taking the total project approval to £535,000.
- (iv) That the Combined Authority enters into an addendum to the existing funding agreement with Kirklees Council for additional expenditure of up to £325,000 from the West Yorkshire plus Transport Fund, taking the total funding agreement value to £535,000.
- (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 4 and 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(b) In respect of South East Bradford Link Road (SEBLR) –

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

- (i) That the South East Bradford Link Road scheme proceeds through decision point 2 and work commences on activity 3 (outline business case).
- (ii) That an indicative approval to a maximum Combined Authority's contribution of £46.3 million (which will be funded through the West Yorkshire plus Transport Fund) is given with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business

case with finalised costs).

- (iii) That additional development costs of £1.213 million are approved in order to progress the scheme to decision point 3 (outline business case), taking the total project approval to £1.304 million.
- (iv) That the Combined Authority enters into an addendum to the existing funding agreement with Bradford Council for expenditure of up to £1.304 million from the West Yorkshire plus Transport Fund.
- (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report, including at decision points 4 and 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(c) In respect of Gain Lane Enterprise Zone –

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

- (i) That the Enterprise Zone Gain Lane project proceeds through decision point 3 (outline business case) and work commences on activity 5 (full business case with finalised costs).
- (ii) That an indicative approval of up to £9.877 million for the Combined Authority contribution to the scheme (subject to finalised due diligence) is given from the Local Growth Fund with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs).
- (iii) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to the Investment Committee following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(d) In respect of Transport Hubs and Connecting Communities –

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

- (i) That the Transport Hubs Improvement and Public Transport Access scheme proceeds through decision point 3 and work commences on activity 5 (full business case with finalised costs).
- (ii) That an indicative approval to the total project value of £8.905

million is given from the Leeds Public Transport Investment Programme with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (full business case with finalised costs).

- (iii) That future approvals are made in accordance with the approval pathway and approval route outlined in the submitted report including at decision points 4 and 5 through a delegation to the Combined Authority's Managing Director following a recommendation by the Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.
- (e) That the revised approval route for the Wakefield City Centre Package Phase 2 Ings Road Scheme be approved, to enable the Investment Committee to make the decision on behalf of the Combined Authority.
- (a) Mirfield to Dewsbury to Leeds (Transport Scheme)**
- (b) South East Bradford Link Road (Transport Scheme)**
- (c) Gain Lane Enterprise Zone**
- (d) Transport Hubs and Public Transport Access Schemes**

## **18. CO2 Emission Reduction Commitments and Activity**

The Combined Authority considered a report of the Director of Policy, Strategy and Communications which provided an update on Leeds City Region CO<sub>2</sub> emission reduction commitment and activity.

The report provided an update on the latest CO<sub>2</sub> emission reduction commitments at an international, national, regional and local level. It also provided an overview of the Combined Authority's activity to address CO<sub>2</sub> emissions. The ambition to be a zero-carbon economy has been a longstanding ambition of the Combined Authority and it was acknowledged that over the last few months all five West Yorkshire authorities and York have declared a climate emergency.

Members discussed the Authority's strong commitment to tackle climate change which was outlined in the Leeds City Region Energy Strategy and Delivery Plan. It was noted that the 'Special Report on Global Warming of 1.5°C', published by the Intergovernmental Panel on Climate Change (IPCC) in October 2018 describes the enormous harm that 2°C rise is likely to cause compared with a 1.5°C rise. It also confirms that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society and the private sector. It was agreed this was a climate emergency needing action. Members supported a motion proposed by the Chair to declare a climate emergency in order to strengthen the Authority's commitment. It was agreed that the recommendations of the report be amended and that all future reports to the Combined Authority will

comment on what the impact of its decision will have on the climate emergency agenda. A progress report would be brought to a future meeting.

**Resolved:**

- (a) That the 'Special Report on Global Warming of 1.5°C', published by the Intergovernmental Panel on Climate Change (IPCC) in October 2018 be noted and that the Combined Authority declare a climate emergency.
- (b) That the Combined Authority strengthen its target in line with the IPCC, and once further carbon abatement work is complete, amend the Energy Strategy and Delivery Plan to deliver this target.
- (c) That in order to achieve significant results the Combined Authority will continue to focus on delivering the five key priorities within the Energy Strategy and Delivery Plan.
- (d) That the Combined Authority continue to support a range of low carbon projects being delivered.
- (e) That the Combined Authority work with the Green Economy Panel and wider Local Enterprise Partnership and new Leeds City Region Climate Coalition to achieve the strengthened target and deliver the Energy Strategy and Delivery Plan.
- (f) That future Combined Authority reports will comment on the impact any decision will have on the climate emergency agenda.
- (g) That a report be brought to a future meeting.

**19. Corporate Planning and Performance**

The Combined Authority considered a report of the Director of Corporate Services which provided an update on corporate performance including progress against corporate plan priorities, risk management and budget position.

The update on progress against the 2018/19 Corporate Plan headline indicators set out in Appendix 1 was noted. It was reported that four indicators were assessed as 'red' and details were outlined in the submitted report. These largely related to unanticipated issues out of the Combined Authority's control. Members discussed the information provided in respect of the MCard sales target and consideration would be given to its future presentation in order to identify the different products. A review of the risk register had been undertaken and risks updated accordingly which were set out in Appendix 1.

A summary of the 2018/19 final outturn as compared to original budget was attached at Appendix 2 and the draft accounts for 2018/19 have been prepared and published on the website.

**Resolved:** That the information provided on corporate performance be noted.

## **20. Proposal to Recruit to the Role of Director, Economic Services**

The Combined Authority considered a report of the Managing Director on a proposal to recruit to the role of Director, Economic Services.

It was reported that following a review and re-evaluation of the increased breadth of activities in Economic Services, it was proposed to amend the current Executive Head role to a Director role in the Combined Authority.

Members noted details of the evaluation which were outlined in the report and considered the approach to recruiting to the position.

### **Resolved:**

- (a) That the current Executive Head of Economic Services post be revised to a Director of Economic Services and recruited to on that basis, such change to take effect from the date of appointment.
- (b) That the proposed approach to recruiting to the position, as set out in the submitted report, be endorsed.
- (c) That the Managing Director be delegated authority to undertake the recruitment, including convening an interview panel (with member representation) and, in consultation with the Chair of the Combined Authority and the Chair of the LEP, to make an appointment in accordance with the recommendation of the interview panel.

## **21. Minutes for Information**

The Combined Authority noted the minutes of the committees, panels and LEP Board that have been published on the West Yorkshire Combined Authority's website since the last meeting.

**Resolved:** That the minutes of the Combined Authority's committees and panels and the LEP Board be noted.

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**Name of meeting: Council**

**Date: 16 October 2019**

**Title of report: Council budget strategy update; 2020 to 2023 Revenue & 2020 to 2025 Capital**

**Purpose of report**

To determine the Cabinet’s approach to the annual update of the Council’s Medium Term Financial Plan (MTFP). This is reported to full Council each year, and sets a framework for the development of draft spending plans for future years by officers and Cabinet.

|   |   |
|---|---|
| <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>Yes</b>  |
| <b>Key Decision - Is it in the <a href="#">Council's Forward Plan (key decisions and private reports?)</a></b>                                    | <b>Yes</b>  |
| <b>The Decision - Is it eligible for call in by Scrutiny?</b>   | <b>Yes</b>  |
| <b>Date signed off by <a href="#">Strategic Director</a> &amp; name</b>   | <b>Rachel Spencer Henshall 27<sup>th</sup> September 2019</b> |
| <b>Is it also signed off by the Service Director for Finance IT and Transactional Services?</b>   | <b>Eamonn Croston 26<sup>th</sup> September 2019</b>          |
| <b>Is it also signed off by the Service Director for Legal Governance and Commissioning Support?</b>  | <b>Julie Muscroft 27<sup>th</sup> September 2019</b>          |
| <b>Cabinet member <a href="#">portfolio</a></b>   | <b>Councillor Graham Turner</b>                               |

**Electoral wards affected: All**

**Ward councillors consulted: None**

**Public or private: Public report**

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

1. **Summary**

The appended report is submitted to the meeting of Cabinet on 8 October 2019 for consideration, and for Cabinet to make a recommendation to Council.

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

(see appended report)

3. **Implications for the Council**

(see appended report)

4. **Consultees and their opinions**

(see appended report)

5. **Next steps**

5.1 Resultant budget proposals will be submitted to Cabinet and full Council. The Council's Chief Finance Officer (& Service Director, Finance) will co-ordinate the development of draft budget proposals and options, and supporting budget documentation within the budget framework and planning totals.

5.2 Cabinet will bring forward detailed budget proposals in the new year, for consideration at Budget Council on 12 February 2020.

6. **Recommendations submitted to the Meeting of Cabinet on 8 October 2019**

6.1 That approval be given to the updated baseline general fund revenue & HRA budget spending control totals over the 2020 to 2023 period set out at Appendix A (general fund) and Appendix C (HRA) of the appended report;

6.2 That funding and spend assumptions informing the updated budget forecasts as set out in section 2 of the appended report are noted;

6.3 That current and forecast earmarked reserves and general balances as set out at Appendix B of the appended report are noted;

6.4 That the existing 2019-24 capital budget plans rolled forward as set out at Appendix D of the appended report are noted;

6.5 That approval be given to the budget planning framework set out in the appended report,

6.6 That the corporate budget timetable and approach set out at Appendix F of the appended report be noted; and

6.7 That approval be given to the budget consultation approach and timetable set out in the appended report.



7. **Contact officer**

James Anderson, Head of Accountancy  
[james.anderson@kirklees.gov.uk](mailto:james.anderson@kirklees.gov.uk)

Sarah Hill, Finance Manager  
[sarahm.hill@kirklees.gov.uk](mailto:sarahm.hill@kirklees.gov.uk)

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

Cabinet Report – 8 October 2019 (attached)

9. **Service Director responsible**

Eamonn Croston, Service Director – Finance.

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**Name of meeting:** Cabinet / Council  
**Date:** 8 October 2019 /16 October 2019

**Title of report:** Council budget strategy update; 2020 to 2023 Revenue & 2020 to 2025 Capital.

**Purpose of the report**

To determine the Cabinet’s approach to the annual update of the Council’s Medium Term Financial Plan (MTFP). This is reported to full Council each year, and sets a framework for the development of draft spending plans for future years by officers and Cabinet.

|   |  |
|---|--|
| <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>Yes</b>                                 |
| <b>Key decision - is it in the <a href="#">Council’s Forward Plan (key decisions and private reports)</a>?</b>                                    | <b>Key decision - Yes</b>                  |
| <b>The Decision - Is it eligible for “call in” by <a href="#">Scrutiny</a>?</b>   | <b>No</b>                                  |
| <b>Date signed off by Strategic Director &amp; name</b>   | Rachel Spencer-Henshall, 27 September 2019 |
| <b>Is it also signed off by the Service Director for Finance</b>  | Eamonn Croston, 26 September 2019          |
| <b>Is it also signed off by the Service Director – Legal, Governance &amp; Commissioning ?</b>  | Julie Muscroft, 27 September 2019          |
| <b>Cabinet member <a href="#">portfolio - Corporate</a></b>   | <b>Cllr Graham Turner</b>                  |

**Electoral [wards](#) affected:** All

**Ward Councillors consulted:** All

**Public or private:** Public

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

**RESTRICTIONS ON VOTING**

Members should be aware of the provisions of Section 106 of the Local Government Finance Act 1992, which applies to members where –

- (a) they are present at a meeting of the Council, the Cabinet or a Committee and at the time of the meeting an amount of council tax is payable by them and has remained unpaid for at least two months, and
- (b) any budget or council tax calculation, or recommendation or decision which might affect the making of any such calculation, is the subject of consideration at the meeting.

In these circumstances, any such members shall at the meeting and as soon as practicable after its commencement disclose the fact that Section 106 applies to them and shall not vote on any question concerning the matter in (b) above. It should be noted that such members are not debarred from speaking on these matters.

Failure to comply with these requirements constitutes a criminal offence, unless any such members can prove they did not know that Section 106 applied to them at the time of the meeting or that the matter in question was the subject of consideration at the meeting.

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## 1. Summary

### INTRODUCTION

- 1.1 The Cabinet is required under Financial Procedure Rules to submit to Council a provisional budget strategy update no later than October, each year. The provisional budget strategy in this report provides a budget planning framework to consider subsequent budget proposals that will deliver a balanced revenue budget for the following financial year 2020/21 and indicative funding and spending forecasts for the following 2 years; 2021 to 2023. This report also provides a framework for an updated multi-year capital plan, 2020 to 2025.
- 1.2 As reported as part of the Quarter 1 financial monitoring report to Cabinet on 13 August 2019, Cabinet has already commenced work with the Executive Team to develop the budget for 2020/21 and beyond. After an initial review of the implementation of this year's agreed budget, the Cabinet will be looking to develop proposals that continue to build on their ambition for investment that supports the Council's priorities

### NATIONAL CONTEXT

- 1.3 At the time of writing this report, the national timetable for the UK's exit from the European Union is still 31 October 2019, and depending on the terms and timeline of that exit, will have short, medium and longer term implications that could significantly impact on a range of updated spending plan and associated funding assumptions set out in this budget update report.
- 1.4 Prior to the Spending Review 2019 (SR2019) announcement, the Local Government Association (LGA) had predicted that the scale of the annual funding gap across English Councils will be about £8 billion by 2025 across general fund services, and an emerging further gap of at least £1.5 billion across High Needs provision by 2021. The latter is funded through the Dedicated Schools Grant funding allocation.

- 1.5 A one-year Spending Round (SR2019) was announced on 4<sup>th</sup> September 2019, setting out proposals for Government departmental spend over the 2020/21 financial year. Government noted that the announcement was ‘*fast tracked*’ ahead of official Office of Budget Responsibility (OBR) independent fiscal forecasts which inform the Autumn Budget statement “...so Departments can focus on delivering Brexit”.
- 1.6 The Chancellor outlined £13.8bn of investment in areas including Health and Education in what he described as the fastest increase for 15 years. Key headlines from SR2019 are attached at Appendix H for information and a link to the relevant Government website which sets out details of the spending round is shown below :  
  
[Spending Round 2019](#)
- 1.7 Government intends to release more detail behind the headline SR2019 announcements over the coming weeks and months. Officers, where appropriate, have updated funding assumptions based on SR2019 headline announcements, estimating local impacts using funding allocation methodologies applied by Government previously.
- 1.8 Advice issued from the Special Interest Group of Municipal Authorities (SIGOMA) to its members on 25 September 2019 suggests that SR2019...” is still the best available funding information at the moment and, as a spending increase, less likely to be opposed by opposition MP’s”.
- 1.9 Notwithstanding the prospect of a general election and what the outcome of that may bring, officers are confident that the short term fiscal provisions set out in SR2019 can nevertheless be reasonably factored into this report’s updated baseline funding assumptions.
- 1.10 Government also confirmed through SR2019, a delay in the implementation of a national Council 75% Business Rates Retention Scheme, incorporating a re-basing of Council funding through a National Fair Funding Review, to April 2021 (see also Section 2.3 of this report).
- 1.11 Government intends to deliver a multi-year Spending Review in 2020 which “...will take into account the nature of Brexit and set out further plans for long-term reform” (HM Treasury Spending Round 2019). HM Treasury commentary here re-affirms the unpredictability regarding the outcome of the next spending review beyond SR2019, and in light of this, national funding forecast implications for this Council beyond 2020/21, remain relatively prudent at this stage.

## **LOCAL CONTEXT**

### **BACKGROUND**

- 1.12 National Government policy from 2010 to 2020 over successive Parliaments included a significant reduction in funding across a range of public services, including local government (which accounts for about a quarter of annual public expenditure), as part of its austerity agenda to reduce the national public deficit position following the global financial crisis of 2008. Over the last 10 years, these measures resulted in significant overall reductions in national Government funding to local Government.

- 1.13 For Kirklees, these have been in the region of £150m; (equivalent to about 60% national funding reduction over the period), compared with average national funding reductions over the period nearer 50%.
- 1.14 Over the same period, Councils, in particular those with statutory social services and education responsibilities like Kirklees, had to plan for significant and growing demand on services; in particular in Children's Services and Adult Social Care Services, Homelessness, and more recently, High Needs. Demand on services are expected to continue to rise over future years.
- 1.15 This Council is currently the 7th lowest funded Council in the country, as measured by the Government's own spending power benchmark calculation, when expressed as spend per head of the population, and in the lowest quartile of the 152 comparator authorities with similar statutory responsibilities.
- 1.16 The combined impact of national funding reductions and demand on services on this Council resulted in a cumulative revenue savings requirement of £199m over the 2010-19 period, further planned savings of £17.1m identified over the 2019 to 22 period, and a forecast remaining budget gap of £14m in 2020/21, increasing to £20.5m in 2021/22 and £30.9m in 2022/23.

## **LOOKING AHEAD**

- 1.17 The starting point for the Council's updated Medium Term Financial Plan (MTFP) are the existing revenue budget plans 2019 to 2022, approved at budget Council on 13 February 2019, and updated 5 year capital plans 2019 to 2024, approved by Council on 13 July 2019 as part of the 2018/19 Financial Outturn & Rollover report.

The links to both these reports are included below:

[Annual budget report 2019 to 2022 \(Agenda Item 5\)](#)

[Financial Outturn & Rollover report 2018/19 \(Agenda Item 17\)](#)

## **REVENUE**

- 1.18 Existing approved Spending Plans included the delivery of a balanced general fund revenue budget for 2019/20 without any requirement to drawdown one-off revenue reserves. They also included general fund planned savings of £17.1m over the 2019 to 2022 period, and Housing Revenue Account planned savings of £3.1m over the same period. Capital plans included significant additional investment over the 2019 to 2024 period, to £660m overall (an increase of £270m from pre-existing multi-year plans).
- 1.19 These plans also set out a remaining forecast budget gap of £14m in 2020/21, increasing to £20.5m by 2021/22. Officers had estimated that this would rise to a £30.9m budget gap by 2022/23 (cumulative).
- 1.20 The Council's Corporate Plan informs current and emerging Council spending plans. The existing 2018 to 2020 plan was recently updated and approved at Council on 17 July 2019. The link to the Council's Corporate Plan 2019 Re-fresh is shown below:

[Council Meeting Agenda 17 July 2019 \(Item 11 reference\)](#)

- 1.21 The Corporate Plan sets out a vision; *“a district which combines a strong, sustainable economy with a great quality of life – leading to thriving communities, growing businesses, high prosperity and low inequality where people enjoy better health throughout their lives.”*
- 1.22 To deliver this vision, the Council is developing into one that focuses on achieving outcomes by working with people rather than doing to them, working with Partners, and recognising the importance of local identity and how needs differ in different places. Existing budget plans for 2019 to 2022, whilst acknowledging the continuing financial challenges facing the Council, also include significant new investment; in particular in children services, adults, regeneration activity, housing growth agenda, transformation capability and corporate capacity to support this approach.
- 1.23 The Corporate Plan also makes reference to Councillors’ changing roles, and that in representing and serving the people and places of Kirklees, Councillors’ roles are growing – they are community leaders and at the heart of democratically elected local government.
- 1.24 Existing budget plans have been reviewed, including a high level review of funding and spend assumptions. This has then been factored into re-freshed multi-year baseline funding and spend assumptions, compared to current. They provide the basis of updated baseline target spending control totals for Cabinet to then formulate and recommend draft budget proposals for 2020/21 to deliver a balanced budget, and consideration of budget forecasts for the following 2 years. Cabinet recommendations will be considered at Budget Council on 12 February 2020, in accordance with the corporate budget timetable.
- 1.25 Subsequent to this report, funding and spend assumptions informing spending control totals will continue to be reviewed through the remainder of this budget round, in light of any further emerging local and national intelligence, and incorporated into finalised budget plans as appropriate.
- 1.26 This report, in setting out current assumptions underpinning the updated MTFP, also includes acknowledgement of potentially significant unbudgeted risks, as set out in the Council’s current Corporate Risk Register attached at Appendix E.
- 1.27 Updated baseline general fund revenue budget spending plans are summarised at Table 1 below;

**Table 1 – Summary General Fund - Baseline funding & spend adjustments 2020 to 2023**

|   | <b>2020/21<br/>£m</b> | <b>2021/22<br/>£m</b> | <b>2022/23<br/>£m</b> |
|---|-----------------------|-----------------------|-----------------------|
| <b>Original 2019 to 2022 Budget Gap</b> | 14.0                  | 20.5                  | 30.9                  |
| Funding adjustments                     | (9.0)                 | (10.7)                | (11.0)                |
| Spend Plan adjustments                  | 0.3                   | 1.6                   | 2.6                   |
| <b>Baseline Budget Gap 2020 to 2023</b> | <b>5.3</b>            | <b>11.4</b>           | <b>22.5</b>           |

- 1.28 A detailed breakdown of Funding and Spending Plan adjustments to inform re-freshed spending control totals is set out at Appendix A attached.

- 1.29 The net effect of the changes set out at Table 1 above indicate a re-freshed budget gap across years of **£5.3m** in 2020/21, rising to **£11.4m** in 2021/22 (cumulative) and **£22.5m** in 2022/23 (cumulative) to deliver a balanced budget.
- 1.30 Updated baseline spend control figures include £5.8m existing planned savings rolled forward from the 2019 to 2022 MTFP.
- 1.31 The potential range of short, medium and longer term Brexit impacts, and one year only Spending Review for 2020/21, exemplify the significant challenges Councils face in order to forward plan effectively and efficiently to deliver robust and 'balanced' multi-year spending plans and financial strategies in line with local residents and Government expectations.
- 1.32 The inclusion of sensitivity analysis in this report (see also Section 2.16) reflects illustratively, the current challenges in medium term budget forecasting, in light of the issues set out in para 1.31 above. While our baseline budget gap for 2022/23 is £22.5m is considered reasonable at this stage, it could potentially be within a range between £1.1m and £37.5m.
- 1.33 The current national context is also reflected in the approach to general fund revenue reserves set out in this report, in particular the s151 Officer recommendation, to maintain financial resilience reserves at their current £37m level, as a minimum, at the start of 2020/21.
- 1.34 The above recommendation also anticipates appropriate management actions will be taken to ensure that the revenue monitoring overspend of £2m against £287m net budget (equivalent to 0.7%), as at Quarter 1 2019/20, will be contained within budget by year end. The consequence of not doing so would be that any overspend would have to be mitigated by unplanned use of financial resilience reserves in-year.

### **Housing Revenue Account (HRA)**

- 1.35 HRA budget plans support the delivery of a high quality landlord service to 22,000 Council tenancies and 1,030 leaseholders alongside supporting the Council's strategic HRA capital investment ambitions, within a self-financed 30 year HRA business plan. The Council works closely with Kirklees Neighbourhood Housing (KNH), its partner arms length management organisation, to regularly review and update the HRA business plan.
- 1.36 Updated HRA budget plans assume the delivery of savings in view within existing budget plans which total £0.8m over the 2020 to 2023 period.

### **CAPITAL INVESTMENT**

- 1.37 The starting point for updating multi-year Council capital investment plans is summarised at Table 2 below:



**Table 2 – Updated Capital Plan Summary 2019 to 2024**

| By Primary Outcome *            | 2019/20<br>£m | 2020/21<br>£m | 2021/22<br>£m | 2022/23<br>£m | 2023/24<br>£m |
|---------------------------------|---------------|---------------|---------------|---------------|---------------|
| Aspire & Achieve                | 16.0          | 19.9          | 22.8          | 13.0          | 5.0           |
| Best Start                      | 0.2           | 1.3           | 3.6           | 4.2           | 0.8           |
| Independent                     | 2.7           | 5.1           | 5.0           | 3.5           | 11.4          |
| Sustainable Economy             | 59.7          | 106.4         | 77.6          | 68.5          | 16.3          |
| Well                            | 4.0           | 15.0          | 9.3           | 2.3           | 0.8           |
| Safe & Cohesive                 | 0.2           | 0.0           | 0.0           | 0.0           | 0.0           |
| Clean & Green                   | 1.8           | 5.5           | 0.1           | 6.6           | 20.6          |
| Efficient & Effective           | 4.5           | 3.9           | 3.9           | 3.9           | 3.9           |
| <b>Total General Fund</b>       | <b>89.1</b>   | <b>157.1</b>  | <b>122.3</b>  | <b>102.0</b>  | <b>58.8</b>   |
| <b>HRA strategic priorities</b> | <b>6.8</b>    | <b>9.8</b>    | <b>9.0</b>    | <b>7.3</b>    | <b>8.9</b>    |
| <b>HRA baseline</b>             | <b>18.9</b>   | <b>18.7</b>   | <b>19.6</b>   | <b>19.3</b>   | <b>18.9</b>   |
| <b>Total HRA</b>                | <b>25.7</b>   | <b>28.5</b>   | <b>28.6</b>   | <b>26.6</b>   | <b>27.8</b>   |
| <b>Total Council Capital</b>    | <b>114.8</b>  | <b>185.6</b>  | <b>150.9</b>  | <b>128.6</b>  | <b>86.6</b>   |

*\*categorisation here by primary outcome for illustrative purposes, acknowledging that in many instances capital investment delivers multiple outcomes.*

- 1.38 The above plans are rolled forward from the existing 5 year capital plan (2019 to 2024), approved at Council on 17 July 2019, as part of the 2018/19 Financial Outturn & Rollover Report. Current year budgets (2019/20) were further updated and reported as part of the Quarter 1 Financial Monitoring Report to Cabinet on 13 August 2019.
- 1.39 Existing capital budget plans include significant strategic priority spend on West Yorkshire plus Transport Schemes, investment in regeneration activity in Town Centres, Waste Management Plant and Infrastructure, Day Services Support for Vulnerable Adults and investment in Special Education Needs Schools.
- 1.40 These plans, including consideration of a new year 5, 2024/25, will be re-freshed through the remainder of the current budget round. This includes officer proposals for any re-profiling of the existing plan across years, and consideration of any emerging new investment requirements and capital resource affordability.

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

- 2.1 This report includes a range of supporting information set out in the following appendices:

### Appendices

|   |   |
|---|---|
| A | Summary general fund funding and spend control total changes 2020 to 2023 |
| B | General Fund Reserves   |
| C | Summary Housing Revenue Account (including reserves) 2020 to 2023         |
| D | Summary Updated Capital Investment Plan 2019 to 2024                      |
| E | Corporate Risk Register   |
| F | Corporate Budget Timetable  |
| G | Sensitivity analysis – key assumptions                                    |
| H | Headline SR2019 announcements   |

## **2.2 General Fund**

- 2.2.1 Appendix A represents a high level re-refresh of funding and spend control totals over the 2020 to 2023 period, informed by a range of current national, regional and local intelligence.
- 2.2.2 The following sections of this report set out in more detail the underpinning assumptions informing the updated forecasts.

### **FUNDING ASSUMPTIONS**

## **2.3 BUSINESS RATES**

### **National 75% Business Rates Retention Scheme**

- 2.3.1 Government's original intention was to implement a 100% scheme nationally from 2020/21 onwards, to be enacted through a Finance Bill. However, following the General Election on 8 June 2017, the Bill was not progressed. Government however remains committed to promoting greater financial self-sufficiency in Local Government, and is instead intending to implement a 75% national Scheme which it can do within existing legislation. It was initially anticipated that this scheme would be adopted from 2020/21, however this has now been deferred to 2021/22. The associated 're-set' of baseline Business Rates Retention funding at an individual Council level, through a National fair Funding Review, has similarly been delayed to April 2021.
- 2.3.2 The Business Rates 75% Scheme, is intended to be 'fiscally neutral' at a national level, which means that the 'technical implementation' in itself would not leave any individual Council any better or worse-off. To compensate for the additional business rates income to be retained locally, it is anticipated that this will also involve a transfer of current Government funding responsibilities for Public Health at the same time.
- 2.3.3 This means that Council spending plans will increase by about £25m from 2021/22 onwards, because the Public Health specific grant contribution from Government will cease at this point. There will instead be a corresponding increase in business rates funding to compensate; 'net nil' overall budget impact. The starting point (MTFP 2019-22) 2020/21 funding and spending figures at Appendix A, incorporate this assumed 'budget neutral' adjustment.
- 2.3.4 At this stage, it is not known if current Public Health specific grant conditions setting out eligible spend against the grant, and monitored by Public Health England, will continue in some guise, from 2021/22 onwards.
- 2.3.5 At this stage, it is not clear what the likely national funding position will be for the local government sector, or individual Councils from 2021/22 onwards, not least due to the unpredictable impact that Brexit may have on the UK economy. Existing budget plans had assumed the continuation of Government austerity funding reductions on local government from 2020/21 onwards, in the region of 2% per annum against baseline funding. In light of national funding uncertainties beyond 2020/21, existing plan assumptions of further 2% national funding reductions in 2021/22 and 2022/23, remain unchanged at this stage.

- 2.3.6 SR2019 also includes proposals for business rate baselines inflation uplifts in 2020/21. The estimated impact for Kirklees is an extra £1.8m factored into budget plans in 2020/21.
- 2.3.7 However, in light of national funding and economic uncertainty from 2021/22, at this stage no further business rates baseline inflation has been assumed beyond 2020/21.

## **2.4 Leeds City Region & North Yorkshire Joint Business Rates Pilot**

- 2.4.1 Kirklees is part of the Leeds City Region (LCR) and North Yorkshire Joint Business Rates 75% Pool in 2019-20. The financial model underpinning the pool estimates a potential overall gain to the combined pool in the region of £24m in-year.
- 2.4.2 Pool income is shared out so that member authorities receive two thirds of the additional income generated through the 75% pilot, with the remaining third of additional income being retained by the pool. This retained funding is redistributed to projects that meet the Pool's strategic aims; Reducing Digital Isolation, Inclusive Growth, Culture, Sport and Major Events, Business Support, Trade and Investment and Enabling Housing Growth. A one-off gain of £2m was built into the 2019/20 budget in the current MTFP to reflect our individual share of the growth.
- 2.4.3 It has been confirmed that existing 75% pilots will cease at current year end, but Councils can apply to Government to be part of a 50% pool in 2020/21. Existing 'Devo Deal' 100% Pool arrangements will however roll forward into 2020/21. Councils have been asked to inform Government about their plans for applying to be a part of a 50% pool in 2020/21, by 25<sup>th</sup> October 2019. Designations for business rate pools must be made by the time of the 2020/21 provisional local government finance settlement, which is expected later in 2019..
- 2.4.4 The assumed impact of reverting to a 50% Business Rates Retention arrangement means a £1.5m adverse funding adjustment in 2020/21, compared to existing plans which had assumed the continuation of 75% business rates scheme in 2020/21.

### **Appeals/Other**

- 2.4.5 Government introduced a new, more stringent, appeals system implemented from April 2017 onwards. Based on 2018/19 revenue outturn and current in-year forecast to date, £1.6m has been added back to baseline funding assumptions from 2020/21 onwards; in part resulting from an ongoing reduced bad debt provision requirement in light of reduced number of new appeals. The previous appeals process had resulted in significant volatility in estimating business rates income, and a set aside Council bad debt provision of £4.8m.
- 2.4.6 The £1.6m adjustment is considered reasonable at this stage, and officers will continue to review and update appeals provision assumptions through the remainder of the financial year as further intelligence emerges from the new system.
- 2.4.7 In light of the current economic climate, no net growth assumptions have been built in over the 2020 to 2023 period, over and above inflation set out in para 2.3.7 earlier, at least at this stage. This is also consistent with previous budget round assumptions on net business rates growth. However, it is acknowledged that the Council's multi-year capital plans include £329m planned investment in Sustainable Economy over the current 2019 to 2024 period, and it is anticipated that there is

potential for business rates growth over the longer term, notwithstanding current national economic uncertainty and future outlook.

## **2.5 Council Tax**

### **Referendum Principles 2020-21/Adult Social Care Precept**

- 2.5.1 Existing budget plans assumed an annual Council Tax uplift of 1.99% per annum over the 2020 to 2022 period. SR2019 has confirmed the council tax referendum limit for Councils at 2% in 2020/21. It is at the discretion of Councils to decide whether or not to uplift Council Tax in 2020/21 up to 2%, without triggering a referendum. Updated budget plan assumptions, in light of SR2019, continue to reflect an annual Council Tax uplift of 1.99% in 2020/21, equivalent to £3.6m, and similar 1.99% Council Tax uplifts over the following 2 years.
- 2.5.2 Referendum principles do not currently apply to Parish Councils, but this area is being kept under active review by Government.
- 2.5.3 SR2019 also allows Councils with adult social care responsibilities an option to raise up to a further 2% through the Adult Social Care (ASC) Precept. Officers have incorporated this into updated baseline funding assumptions; equivalent to £3.6m additional funding in 2020/21.
- 2.5.4 At Band 'A' level, an overall 3.99% uplift in 2020/21 incorporating the adult social care precept, is equivalent to an annual uplift of £40.15; (equivalent to £0.77 per week) from £1,006.40 in 2019/20 to £1,046.55 in 2020/21 (before fire, police and parish council precepts).
- 2.5.5 At Band 'D' level, a 3.99% uplift in 2020/21 is equivalent to an annual uplift of £60.23; (equivalent to £1.16 per week) from £1,509.59 in 2019/20 to £1,569.82 in 2020/21.

### **Council Tax Base**

- 2.5.6 Council tax base projections assume Council Tax Base (CTB) growth over the next 3 years at an average increase in properties of about 1,500 per annum over the next 3 years. Converted to a Band 'D' equivalent, this equates to 1,100 per annum CTB growth over the next 3 years. This is an additional 100 Band D equivalents per annum compared to existing budget plans, and brings assumptions in line with the local plan.
- 2.5.7 Based on historical trends, approximately 63% of properties convert to Band D equivalents for tax base purposes, due to adjustments such as Single Person Discounts, Student Exemptions and the council tax reduction scheme. This conversion rate is also impacted by the actual banding of properties that are then converted to a Band D equivalent. Historically, 81% of Kirklees domestic properties (hereditaments) are actually banded at below Band D.
- 2.5.8 The local plan (2013 to 2031) proposes an additional 31,000 properties over the 18 years of the plan, equating to an average of 1730 properties each year. This also links to the Council's Housing Strategy 2018 to 2023, reported to Council on 12 September 2018. The link to this report is shown below:

[Housing strategy report 2018-23 \(Item 9\)](#)

- 2.5.9 Over the much longer term, it is anticipated that Council Tax growth will be higher than the updated 3 year forecast here, reflecting the relative skewed profile of anticipated new build over the next 10 years.
- 2.5.10 Current updated assumptions on council tax growth will continue to be reviewed through the remainder of the current budget round, and any further revisions factored in as appropriate.

## **2.6 Un-ringfenced Grants**

- 2.6.1 While these grants are separately identifiable, the Council can apply this funding flexibly to meet overall Council spend priorities. Future year budget forecasts largely reflect existing budget plan allocations for 2020/21.
- 2.6.2 Housing & Council Tax Administration Grant allocations are forecast to reduce year on year by about £150k. This reflects the assumed pace of Universal Credit rollout in the District over the next 3 years, and consequential impact on reduced grant required due to reduced volumes of Housing Benefit directly administered by the Council over the period.
- 2.6.3 The New Homes Bonus (NHB) assumption is that it will remain at the current level of £4m for 2020/21. There is uncertainty about what will happen to this grant from 2021/22 onwards, however it is anticipated that any reduction in NHB may be added back into the national funding pot and redistributed back to local authorities based on need as per the refreshed formulae derived out of the Fair Funding Review. In the absence of any further intelligence, the current assumption is that the net impact of this will be neutral for Kirklees and so the 2020/21 NHB estimate has similarly been applied over future years. This is assumed to be a prudent forecast.

## **2.7 Schools Funding (Dedicated Schools Grant or DSG)**

- 2.7.1 SR2019 announced that for 2020/21, the funding floor will be set at a minimum increase of 1.84% per pupil in comparison to 2019/20 individual school funding levels per pupil, to protect per pupil allocations for all schools in real terms. For a significant majority of Kirklees mainstream schools the expected increase is 1.84% relative to individual school 2019/20 per pupil funding levels. This compares with a 0.5% uplift in funding per pupil in 2018/19 for Kirklees schools<sup>[A1]</sup> and a second uplift of 0.5% in 2019-20 (both using 2017-18 as the baseline year).
- 2.7.2 Kirklees' Schools Block funding allocation for 2019/20 is £295m, the High Needs block is £37m, the Early Years block £28m and the Central School Services block £2.3m. The Government will publish provisional National Fair Funding (NFF) allocations for 2020/21 at local authority and school level in October 2019, with final allocations published in December 2019.
- 2.7.3 SR2019 also announced headline national funding allocations for schools for the following 2 years, which, subject to future clarification through SR2020, are similar to proposals as set out for 2020/21.
- 2.7.4 SR2019 headline schools funding announcement also included a national £400m uplift for Further Education Colleges in 2020/21, acknowledging considerable current funding pressures across this part of the education sector.

## **2.8 High Needs Funding Pressures**

- 2.8.1 The NFF funding regime was implemented by Government from 2018/19. The High Needs block under the new NFF acknowledges the level of previous under-funding, and Government intention is to increase Kirklees' annual allocation by £7m in comparison to the 2017/18 baseline.
- 2.8.2 Due to transitional arrangements, this is phased over a 7 year period, at about £1m per annum. This phasing is reflected in existing budget plans.
- 2.8.3 The Council has reported extensively on the fact that since the 2014 Children and Families Act was implemented, there has already been a 44% rise in the number of Education Health & Care Plans (EHCP's) within Kirklees in the last four years (2015 to 2019; 47% nationally). The rising demand and cost pressures show no sign of slowing down, with continued growth of EHCP numbers expected in future years (over 10% in each of the last three years nationally).
- 2.8.4 For Kirklees, this has resulted in an increasing funding pressure against the High Needs block of the Dedicated Schools Grant; to the extent that the Council's general fund has supported unfunded DSG pressures at £4.2m in 2017/18 and £8m in 2018/19. However, this is considered unsustainable going forward, with further volume growth expected in future years, adding between £1.5m to £2m spend growth pressures per annum.
- 2.8.5 There is a forecast unfunded high needs pressure of over £4m in 2019/20. As reported in the Quarter 1 Financial Monitoring report to Cabinet on 13 August 2019, the projected unfunded High Needs pressure will be carried forward on the balance sheet as a funding deficit against Dedicated School Grant (DSG).
- 2.8.6 This is allowable under current Department for Education (DfE) DSG grant conditions. Should the deficit rolled forward comprise greater than 1% of the Council's total DSG allocation, the DfE will require the Council to agree a plan to return the DSG account to a balanced position within a specified time period (up to a maximum of three financial years). Kirklees received an overall DSG allocation of £362.65m for financial year 2019/20 so a deficit of £4m equates to just over 1%.
- 2.8.7 To put the above into context, The Association of Local Authority Treasurers wrote to the Secretary of State for Education on 28th June 2019 outlining the issues facing the 152 Councils with statutory education responsibilities, in managing this additional demand, and asking Government for a further injection of funding into the system alongside a review of the Children and Families Act.
- 2.8.8 Government has acknowledged the extensive sectoral lobbying on this issue through SR2019 with a significant uplift in High Needs funding for 2020/21 of over £700m nationally. Details of Kirklees' share of the High Needs funding increase will be released sometime in October 2019<sup>[A2]</sup>.
- 2.8.9 For 2020/21 there is still some flexibility to move funds from the Schools Block to the High Needs block, for example, to address financial pressure in the High Needs account. Up to 0.5% of the total Schools Block can be moved with the agreement of the Schools Forum; equivalent to £1.4m. If agreement was not reached, the Council would need the approval of the Secretary of State.

- 2.8.10 Any proposed movements above 0.5%, even with Schools Forum consent, would still require Secretary of State approval.
- 2.8.11 The Council is working with key partners across the education system District wide, on a comprehensive action plan to deliver a more effective, whole systems approach. This also includes a current review of District sufficiency requirements going forward supported by additional capital investment of £25m already factored into last year's approved budget plans.
- 2.8.12 The Council will keep under review the significant and growing high needs block funding pressures through the remainder of the current budget round, and will take a view on the potential flexibility as described in para 2.8.9 above, taking account as well of the confirmed schools funding allocations for 2020/21. Any further High Needs funding announcements beyond 2020/21 are anticipated to be incorporated into SR2020.

## **SPENDING PLAN ASSUMPTIONS**

### **2.9 Current year financial performance – general fund revenue**

- 2.9.1 Current organisational and national intelligence informing the budget strategy update includes current financial monitoring, as at Quarter 1, 2019/20, which was presented to Cabinet 13 August 2019 (see report link below):

[Quarter 1 Monitoring Report](#)

- 2.9.2 There is a forecast overspend of £2.0m against £287.1m budget at Quarter 1 financial monitoring; equivalent to just an overall 0.7% variance. There is good progress towards the delivery of £10.9m planned savings requirement in-year. Forecast savings are projected to be £7.8m; equivalent to 72% delivery.
- 2.9.3 Elsewhere, there are forecast unbudgeted structural pressures on schools transport and parking income, one-off in-year pressures mitigated by release of in-year central budget contingencies (unallocated Minimum Revenue over-provision), and other net underspends. As noted at para 2.8.5 earlier, the unfunded High Needs pressure at over £4m will be carried forward separately through the DSG grant account.
- 2.9.4 The following sections set out in more detail, updated baseline spend assumptions across Strategic Director portfolios, highlighting as appropriate, key issues raised through current financial monitoring intelligence.

### **Updated spend assumptions – Strategic Director Portfolios**

#### **2.10 Children's Services**

- 2.10.1 The latest OFSTED judgement for Kirklees Council Children's Services was published on 5 August 2019, and represented a significant milestone for the Council's ongoing Children's Improvement Journey, following the previous 2016 Inspection that had rated the service inadequate.

- 2.10.2 The OFSTED judgement notes that there have been significant and sustainable improvements made across the Service, and gives much greater assurance that our most vulnerable Children in the District are appropriately safeguarded, with much greater prospects for improved life chances. The judgement also sets out a number of further improvements that if the service can sustainably deliver, could further develop the service offer from Requires Improvement, to Good and Outstanding.
- 2.10.3 The above progress also acknowledges the level of sustained revenue investment into the service through successive recent budget rounds.
- 2.10.4 Alongside the above, there is continued acknowledgement of growing pressures on High Needs as reported extensively earlier in this report at Section 2.8, as well as raised corporate parent expectations for support for Care Leavers upto the age of 25, and managing potential future demand pressures and associated increased costs of care.
- 2.10.5 There are also emerging challenges and risks which the service, wider Council and Partner organisations must continue to respond to in a timely and effective manner, such as gangs, knife crime, Child Sex Exploitation, and youth service sufficiency.
- 2.10.6 Given the above challenges and risks faced by the service, as well as further service improvements identified from the latest OFSTED inspection, officers have undertaken a high level review of current spending plans on a risk based approach, and have identified a number of key areas where existing planned savings over the 2020 to 2022 period are no longer appropriate.
- 2.10.7 Updated spending control totals have identified a number of planned saving reversals in light of the above. This includes reversing further Assessment and Care management savings of £260k in 2020/21, and a further £260 savings in 2021/22 (cumulative £520k savings reversal over 2 years)..
- 2.10.8 Across Early Learning Support and Education Support to Vulnerable Children, part savings totalling £250k in 2020/21 have also been reversed, as have further planned savings across Schools Organisation at £151k and Statutory Responsibilities at £250k in 2020/21.
- 2.10.9 A review has also been undertaken with regard to current and forecast spending requirement across Schools Transport relative to current budgetary provision. This was also reported as part of Quarter 1 financial monitoring 2019/20. In total, current spend in excess of budget is just over £1m. This represents a structural budget shortfall which has also been addressed as part of this baseline spending update.

## **2.11 Adults**

- 2.11.1 Existing budget plans include additional base budget resources of about £9m per annum over the 2020 to 2023 period for volume/complexity of need pressures, and provider cost pressures; the latter relating to social care external provider costs impacted on by an assumed continuation of annual national living wage uplifts in the region of 4.6% over the period.
- 2.11.2 The above assumptions will continue to be subject to detailed service review and challenge through the remainder of the budget round; in particular with regard to updated business intelligence informing modelled service demand scenarios, and



potential mitigating service actions. These include the impact of significant ongoing organisational investment in social service transformation and change, and the future shape, direction and impact of social care and health integration locally.

- 2.11.3 Alongside the above, the service is continuing to work with local providers, in acknowledgement of the increasingly fragile adult social care provider market. This includes immediate in-year measures to increase the homecare rate to secure supply in the local market; forthcoming proposals and financial impacts to be reported to Cabinet for consideration in due course. The full year impact of these measures are estimated to be about £0.9m, and this has been factored into updated baseline spend controls totals.
- 2.11.4 There has also been a review of existing staffing levels in the Council's four older people's homes, acknowledging the increasing complexity of client care needs in these establishments. Alongside this, there has been a risk assessment of the sustainability of further social work staff planned savings, in light of emerging service demands and the requirement to ensure standards remain fully compliant with strengthened Care & Quality Commission regulatory standards.
- 2.11.5 The outcome of the above review has been to reverse further planned assessment and care management savings of £500k from 2020/21, and a further re-basing of existing in-house provision budgets (residential) by a further £1.4m.

#### **Social Care Specific Grant Funding**

- 2.11.6 Existing budget plans assumed that a number of current specific adult social care grants would roll into 2020/21 baseline. These include existing specific grants for winter pressures at £1.9m and the Improved Better Care Fund (iBCF) totalling £15.4m . There is also funding allocated through the Better Care Fund (BCF) pooled with Health, with the Council share about £17.2m. This (along with the iBCF, and Winter Pressures grant) has national reporting conditions and joint health sign off agreements
- 2.11.7 SR2019 announcement has confirmed that all existing Social Care specific grants, including BCF, will roll into 2020/21 baselines. One of the specific adult social care grant allocations, at £1.2m, had been announced last in 2018/19, and had not been anticipated in existing budget plans. Updated baseline spending plans also now reflect continuation of the £1.2m into 2020/21, alongside other pre-existing specific grants as per para 2.11.6 above.
- 2.11.8 SR2019 also announced an overall national increase in social care funding by £1.5bn in 2020/21 in order to 'stabilise the system'; described by the Chancellor as a down payment for more extensive reforms to 'fix' adult social care in the autumn through the much delayed release of the Adult funding green paper.
- 2.11.9 Of this, £1bn funding will be allocated to Councils as a specific Social Care grant in 2020/21, which Councils have discretion to allocate either to Children's or Adults Social Care. The distribution of this funding is yet to be confirmed, but based on historical allocation methods, Kirklees' share would be in the region of £8m.
- 2.11.10 Existing budget plans already assume £3.6m additional Adult Social Care grant in 2020/21. Therefore of the anticipated £8m above, about £4.4m represents

unbudgeted funding growth, which has been factored into updated baseline funding assumptions for 2020/21.

- 2.11.11 Existing budget plans also assumed further additional Adult Social Care grant funding of £3.6m in both 2021/22 and 2022/23. At this stage, this assumption remains unchanged, pending future clarification from SR2020 and the pending adult social care funding green paper.
- 2.11.12 As noted earlier in this report at paragraph 2.5.3, SR2019 includes provision for Councils with Social Care responsibilities to raise up to £500m further Adult Social Care funding through an Adult Social Care precept upto 2%. As also previously noted, the additional 2% has been assumed in updated baseline funding forecasts for 2020/21 compared to existing budget plans; estimated funding impact £3.6m.
- 2.11.13 The significance of the additional SR2019 Social Care funding announcements for 2020/21 is that they effectively reduce the predicted gap for Councils like Kirklees, between multi-year spending plans which already factor in significant Social Care demand pressures over the medium term, and overall Council funding availability to support these spending plans.

## **2.12 Economy & Infrastructure**

- 2.12.1 The Economy & Infrastructure Portfolio supports a number of key Council ambitions and priorities around Town Centre regeneration and vibrancy, Waste and Highways modernisation, capital programme and delivery, Major Scheme delivery, Business Support and Inward investment, and Housing priorities.
- 2.12.2 Existing budget plans approved last year included a range of additional and sustainable revenue investment of just over £1m, including additional ward funding for Place based activity, organisational compliance capacity requirements, and additional technical and officer project capacity.
- 2.12.3 Alongside this, £5.4m has also been made available within existing earmarked revenue reserves to address the likely scale of development costs required to support the scale of regeneration, capital investment and other major project activity over the 2019 to 2024 period.
- 2.12.4 The Council's current Private Finance Initiative (PFI) Waste Contract ends in 2022/23, and work is ongoing to review options for 2023/24 onwards. It is anticipated that there will be an overall increase in costs from current as well as significant future capital investment in waste management of up to £33m; the latter already reflected in existing Council capital plans.
- 2.12.5 To support the Council's medium term spending plans and transformation to a modern Waste Service, £11m has been set aside within existing earmarked revenue reserves to support both short and longer term investment requirements and Council base budget transition to a modernised service offer for Kirklees residents.
- 2.12.6 At this stage, updated baseline spending control totals include a planned uplift of £2m in 2020/21, matched by an equivalent drawdown in Waste reserves to support a number of early investment initiatives, including re-cycling investment. Updated year 2 and 3 modelled assumptions reflect further phased investment of £1m per

annum; partly offset by further Waste reserve drawdowns of £2m each year in 2021/22 and 2022/23.

- 2.12.7 Officers will continue to work with members on emerging service investment requirements over the medium term, acknowledging that there are likely to be further baseline adjustments from those set out at this stage.
- 2.12.8 Existing budget plans acknowledge the infrastructure impact of increased housing supply over time across the District, with an initial £350k uplift in 2019/20, and further incremental uplifts of £250k over following years. Updated baseline spending control totals continue to reflect this level of additionality over future years.
- 2.12.9 There has also been a review of current budgeted income targets for parking and markets. These have been re-based to income levels that more realistically reflect current levels of actual income. Alongside this is the cumulative short to medium term impact of ongoing Town Centre Regeneration. This has resulted in a baseline budgeted income adjustment of £600k for Parking and £500k for Markets.

### **2.13 Corporate Services (including Public Health)**

- 2.13.1 Existing budget plans reflect £330k additional investment in corporate capacity from 2019/20, and the planned drawdown of Public Health Reserves of £1.6m over the 2019 to 2021 period to support the continuation of sexual health and substance misuse commissioned activity at current levels. Future corporate capacity requirements, including IT investment, will continue to be risk assessed and any further investment requirement factored into subsequent budget proposals as appropriate.

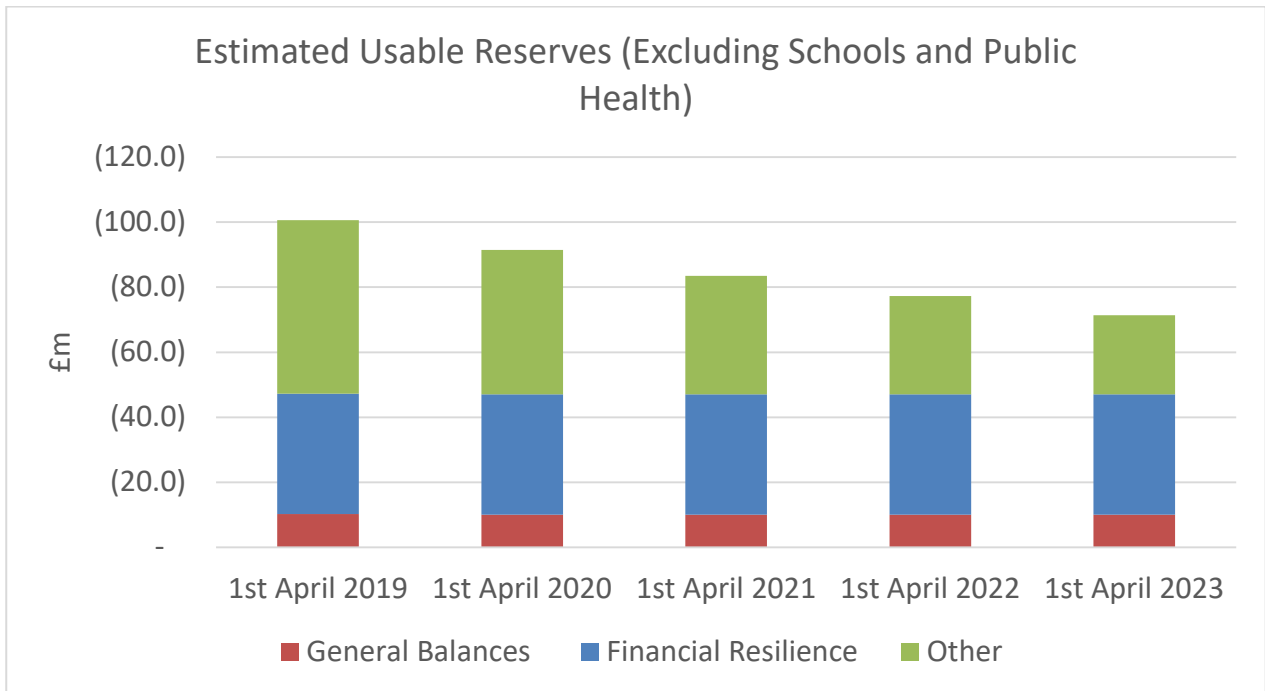
### **2.14 Central budgets**

- 2.14.1 Existing budget plan pay inflation assumptions remain unchanged, with provision for assumed pay awards of 2% each year over the 2020 to 2023 period, alongside National Living Wage influenced annual price inflation uplifts across social care provider contracted services, and contingency inflation for energy and waste contract inflation. Elsewhere cash limited budgets continue to be assumed for non-pay inflation, with the expectation that services manage efficiently and effectively within these inflationary constraints; in particular with regard to procurement activity.
- 2.14.2 Existing budget plans assume income inflation across fees and charges at 2% per annum, other than car parking and markets income, which assume zero uplift. Baseline income inflation assumptions remain unchanged at this stage.
- 2.14.3 A tri-ennial actuarial review of employer contributions to the West Yorkshire Pension Fund (WYPF) will be undertaken in preparation for the 2020 2023 period. Existing plans include an estimated 1% increase in employer contributions from 2020/21 onwards; equivalent to £1.6m per annum. This will be reviewed in due course, in light of the actuarial assessment of WYPF employer contribution requirements and Council discussions with WYPF, later this year.
- 2.14.4 Existing Treasury Management budgets align to approved multi-year capital plan prudential borrowing requirements over the MTFP period. They also assume an uplift in bank of England base rate to 1.25%, in 2020/21. Updated baseline assumptions remain unchanged.

- 2.14.5 In conjunction with the forthcoming review of current capital investment requirements (see also section 2.19), it is intended to further review borrowing affordability over the 2020 to 2025 period, and bring forward any revised borrowing proposals for member consideration. This will also take into consideration, current CIPFA Prudential Borrowing Code and Government Treasury Management guidance.
- 2.14.6 Existing Treasury Management budgets also reflect changes to the Council's treasury management policy relating to minimum revenue provision (annual revenue resources set aside for repayment of debt, also known as MRP), implemented from 2017/18 onwards. This reduced ongoing MRP over the 2017 to 2027 period, effectively 'releasing' £9.1m annual base budget, intended to support organisational flexibility and financial resilience over the medium to longer term.
- 2.14.7 A revision to this re-profiling was approved at Budget Council on 13 February 2019 that increased the unwinding for 2018/19 and 2019/20 to the maximum allowable level of £13.5m. The impact of the additional unwind was transferred to financial resilience reserves in both years.
- 2.14.8 Existing budget plans reflect the release of £5m MRP 'flexibility' to help offset service spend relating to Special Educational Needs & Disabilities activity. As noted in Section 2.7 earlier in this report, the unfunded element of High Needs spend at over £4m will be rolled forward within DSG as a deficit, into 2020/21. Existing budget plans also assume a further £4m of the MRP flexibility has also been set aside to support High Needs pressures but at a lower level of £4m in 2020/21; reducing by £1m each year thereafter; with an equivalent Government uplift in Dedicated Schools Grant funding (High Needs block) to offset this.
- 2.14.9 The balance of £5.1m MRP flexibility not applied in 2020/21 remains in Treasury Management base budget at this stage, available to support organisational flexibility and financial resilience requirements going forward.
- 2.14.10 In light of current uncertainties in terms of potential short, medium and longer term Brexit impacts, the uncertain national funding climate for public services and local government beyond 2020/21, assumptions regarding MRP flexibility will continue to be reviewed through the remainder of the current budget round.

## **2.15 General Fund Revenue Reserves**

- 2.15.1 Updated forecast general fund revenue reserves over the 2019 to 2023 period are shown graphically below. These reserves are set out in more detail at Appendix B together with a summary explanation of each reserve held.



2.15.2 Usable reserves (excluding Schools and Public Health) on 1 April 2019 at £100.6m, equates to 35% of the 2019/20 net annual revenue budget of £287.1m; equivalent to just over 18 weeks in-year spend. Useable Reserves are forecast to reduce to £71.4m by year end 2022/23, which equates to 25% or 13 weeks spend, based on current budgets. This is largely due to set aside earmarked reserves to support key strategic Council developments, including capital plan and broader regeneration delivery, and emerging Waste Management Strategy and transformation.

2.15.3 For context, at the end of 2017/18, comparable analysis through the Chartered Institute of Public Finance & Accountancy (CIPFA) Financial resilience benchmarking data (pre-release), which indicated that of the 36 metropolitan authorities, the equivalent range of usable reserves to net revenue budget for most of the metropolitan authorities was between 25% and 40%. Comparable CIPFA 2018/19 data was not available at the time of writing this report.

2.15.4 General balances are effectively unallocated reserves set aside to support day to day working capital requirements. The minimum level of balances was uplifted last year from £5m to £10m which was deemed more appropriate for a Council with an annual net revenue budget requirement of just under £300m.

2.15.5 Under Section 25 of the Local Government act (2003), in setting annual budgets the statutory s151 officer is required to give positive assurance statements in relation to the robustness of budget estimates and the adequacy of reserves and balances. There is no prescriptive guidance on the latter. Most recent sectoral guidance comes from a joint CIPFA/Local Authority Accounting Panel paper in 2014, which states:

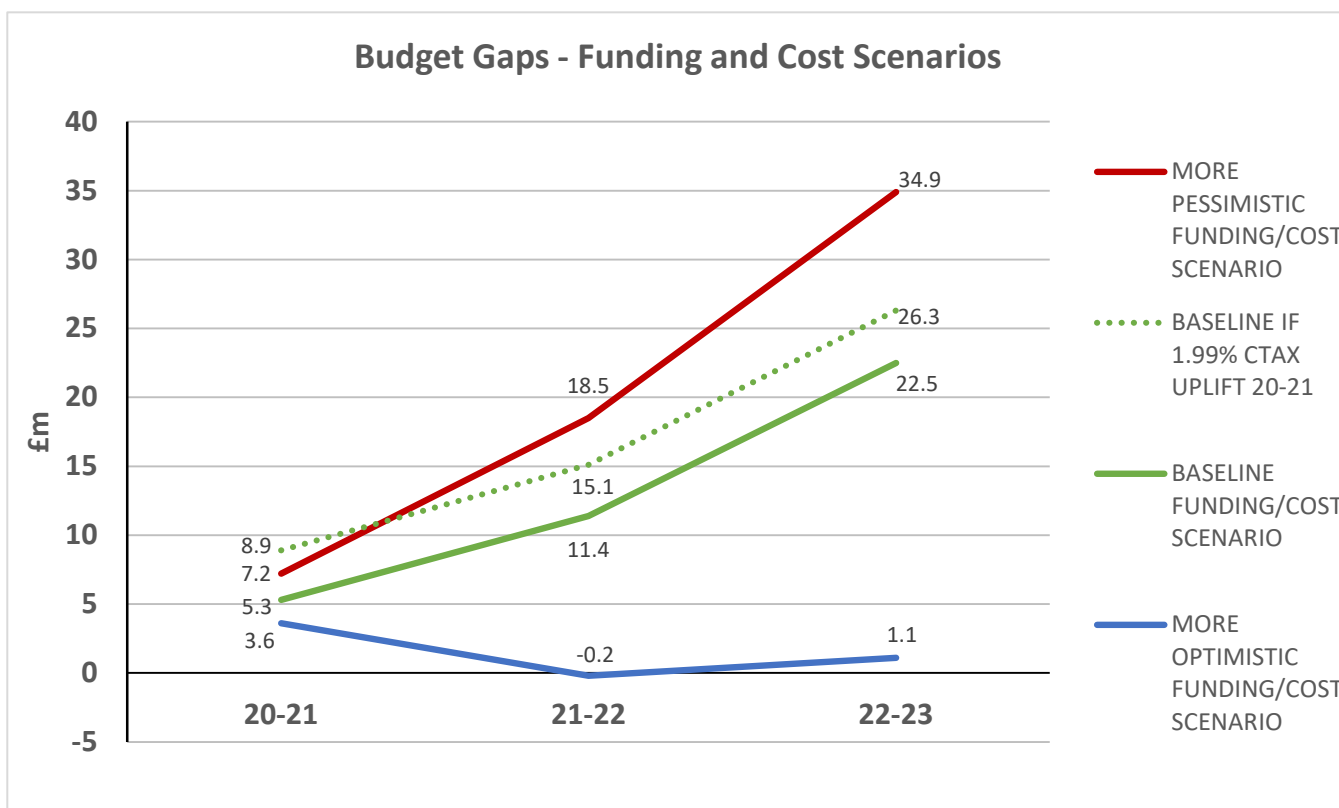
- i) *when reviewing their medium term financial plans and preparing their annual budgets, local authorities should consider the establishment and maintenance of reserves;*
- ii) *authorities should make their own judgements on such matters taking into account all the relevant local circumstances; and*

*iii) in assessing the appropriate level of reserves, a well-managed authority will ensure that the reserves are not only adequate but are also necessary. There is a broad range within which authorities might reasonably operate depending on their particular circumstances.*

- 2.15.6 The updated reserves position set out in this section of the report takes into account the above guidance.
- 2.15.7 This Council faces continuing and significant financial challenges and service pressures over the medium term. The national funding landscape beyond 2020/21 is uncertain, and there is potentially increased volatility in terms of impact from a range of risks recorded on the Council's updated corporate risk register (see Appendix E), including the potential impact from the United Kingdom's withdrawal from the European Union.
- 2.15.8 The extent of this concern has also extended to the sector's professional accounting body, CIPFA, who last year consulted Councils on proposals on a benchmark measure of Councils relative financial resilience (see also para 2.15.3 above). This is alongside a proposed financial management code of practice to guide officers and members in understanding and considering all relevant factors in assessing Council financial resilience, including local as well as national factors. CIPFA will update Councils later in the year on emerging new guidance.
- 2.15.9 The Council has also set out its ambition to invest, transform and change. Financial resilience reserves are a key element of the Council's budget strategy in terms of Council financial resilience to manage unbudgeted risks and pressures over the 2020 to 2023 period.
- 2.15.10 The s151 officer recommends that the existing £37m financial resilience reserves are maintained as a minimum at their current level, at least for the next financial year, pending further analysis and clarification of the broader national and local funding, policy and economic landscape.
- 2.15.11 The following section includes some sensitivity analysis regarding updated baseline budget forecasts included in this report. The range of sensitivities reflect marginal changes to a number of key assumptions but show the extent of potential volatility of medium term budget forecasts, in a climate of significant national funding uncertainty beyond 2020/21, and short, medium and longer term economic uncertainty in light of UK's intended withdrawal from the UK on 31 October 2019.

## **2.16 BUDGET FORECASTS – SENSITIVITY ANALYSIS**

- 2.16.1 Included at Appendix G are a range of potential sensitivities on baseline budget forecast assumptions as set out in this report. While these sensitivities are illustrative, and there can be different combinations, in broad terms they represent relatively minor changes to a number of key baseline budget forecast assumptions, and the cumulative impact of these over time.
- 2.16.2 The impact of these budget forecast sensitivities are summarised in the graph below.



2.16.3 Illustratively here, the forecast budget gap by 2022/23 could be in the actual range £1.1m to £34.9m, and to a large extent this reflects the extent of both Council funding uncertainty post 2021, and the potential impact of the highlighted headline corporate risks, compared to baseline budget forecast assumptions.

2.16.4 Also included in the sensitivity analysis for illustrative purposes is the cumulative impact on current baseline budget gap assumptions over the 2020 to 2023 period, if the Council decided to maintain council tax at 2019/20 levels i.e. 1.99%, over the next 3 years. The cumulative impact would be a further £15m budget pressure by 2022/23.

2.16.5 If the Council decided not to uplift Council tax by the additional 2% Adult social Care precept in 2020/21 and stick with a 1.99% increase, this would result in an additional pressure above baseline of £3.8m by 2022/23. This impact is also illustrated on the above chart.

## 2.17 Flexible Capital Receipts Strategy

2.17.1 The current flexible capital receipts strategy which covers the period 2016 to 2022, was approved as part of last year's Council Budget Strategy Update report to Council on 10 October 2018. This strategy allows for the annual capitalisation of transformation related revenue costs over the 2016 to 2022 period, which can instead be funded from available in-year capital receipts.

2.17.2 Proposals for the Council's continued application of this flexibility are reflected in the Council's existing Capital plans, which provide for an annual capitalisation of up to £2.8m per annum from 2020/21 onwards in relation to a range of Council Transformation activity.

## **2.18 Housing Revenue Account (HRA)**

- 2.18.1 The overarching context for the existing multi-year HRA budget plans rolled forward into 2020 to 2023 MTFP update is a sustainable, self-financed 30 year HRA business plan, which delivers the following key objectives:
- i) annual servicing of HRA debt
  - ii) capital improvements and maintenance of all Council housing stock to a minimum decency standard ,
  - iii) delivery of high quality and cost effective housing management and repair service, and
  - iv) inclusion of funding for a number of HRA strategic capital priorities and scope to consider further investment opportunities
- 2.18.2 The main driver for the financial sustainability of the HRA is housing rents. Since 2001, these have been calculated based on national Government rent restructuring guidelines, applied locally. As part of Government austerity measures, over the 2016-20 period, housing rents were subject to annual reductions of 1% to alleviate pressures on the national housing benefit bill (about 60% of social housing rents are funded from housing benefit).
- 2.18.3 Government published a 'Rents for Social Housing from 2020/21' paper in February 2019 which confirmed its intent to allow Councils with HRA's to uplift annual rents over the 2020 to 2025 period by upto CPI+1% per annum. Previous Government announcements also included the lifting of HRA borrowing caps set by Government for individual Councils with HRA's under self-financing; effective from 29 October 2018.
- 2.18.4 Updated baseline HRA spending control totals are summarised at Appendix C. They reflect Government intention to uplift social housing rents by CPI + 1% over the 2020 to 2023 period.
- 2.18.5 Other assumptions include Right to Buys over the 2020 to 2023 period continuing at about 170 per annum based on current trends, void level targets of 1.1%, and gradual annual uplifts in rent and service charge bad debt provision requirement from 2.1% current year, to 2.5% by 2022/23.
- 2.18.6 The gradual uplift takes account of predicted rollout of universal credit, which includes housing benefit, and the adverse impact of direct payments to an increasing number of tenants in terms of timing of payments, consequential impact on household income and ability to pay backdated rents, and HRA bad debt provision requirement.
- 2.18.7 HRA revenue reserves commitments include a set aside of £4m for business risks; in particular, with regard to proposed welfare reform changes. The balance of commitments includes £1.5m working balance, and the planned build up (sinking fund) of reserves to support longer term HRA business plan capital investment requirements.
- 2.18.8 The Council, working in partnership with KNH, jointly and regularly reviews and updates the HRA 30 year business plan with the aim to produce a self-financed and balanced budget position over the 30 year plan that delivers the key objectives set out in paragraph 2.18.1 above.



2.18.9 It is anticipated that existing, mainly efficiency budget savings totalling £800k over the 2020 to 2022 period will still be delivered, following on from the £2.3m in 2019/20. The overall resourcing potential for the HRA and any associated further proposals will continue to be reviewed through the remainder of this budget round.

## **2.19 Capital**

2.19.1 The current capital plan 2019 to 2024 is detailed at Appendix D.

2.19.2 Council officers are currently undertaking a review of the capital plan, including consideration of emerging new capital proposals not currently in view, to support the delivery of Council priority outcomes over the medium and longer term. The outcome of this review, including a re-working of capital plan affordability and re-prioritisation, will be factored into further updated capital plan proposals for member consideration through the remainder of the current budget round.

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

3.1 The Council's budget plans support the overall delivery of the following Council objectives and Priorities within available resources:

- i) Early Intervention and Prevention (EIP)
- ii) Economic Resilience (ER)
- iii) Improving Outcomes for Children
- iv) Reducing demand of services

### **Financial, Legal & Other Implications**

3.2 A robust Medium Term Financial Plan and budget strategy is a key element of financial and service planning. This will be updated in detail by full Council in February 2020. This report sets a framework for development of draft plans by officers and Cabinet, for consideration by all Members in due course.

3.3 Key funding and spend assumptions factored into the MTFP update will be subject to further review, informed by most current local and national intelligence, including the outcome of the Chancellor's Autumn Budget and the provisional government 2020/21 financial settlement.

3.4 Any further material changes to funding and spend assumptions will be considered for incorporation into the finalised annual budget report for Cabinet and Council approval in January/February 2020.

### **RISK ASSESSMENT**

3.5 The MTFP update is based on a range of local and national intelligence, and risk assessments underpinning current and future funding and spend assumptions, acknowledging that the extent of these are all potential risk factors to the delivery of balanced budget plans over the medium term. This is summarised at Appendix E, alongside identified management actions to mitigate the risks.

### **Budget Planning Framework**

3.6 The updated budget plans set out in this report provide the budget planning framework for officers to bring forward proposals to Cabinet and members through

the remainder of the current budget round, in order to deliver a sustainable and balanced overall multi-year budget over the 2020 to 2023 period (revenue) and 2019 to 2025 period (capital).

- 3.7 The key budget timetable milestones for the remainder of this budget round are set out at Appendix F.

### **Budget Consultation**

- 3.8 The Council's overall budget planning framework includes consideration of wider engagement and timetabling on stakeholder views on high level priorities in resource allocation. This will be timetabled for a 6 week period between November-December. Stakeholder views on emerging HRA budget proposals will be considered through the relevant Council Tenant stakeholder forums.
- 3.9 In addition, there may be a requirement for more detailed service consultations, led by the relevant services, on specific service budget proposals. These will engage service users as early as possible, and target the groups most likely to be affected.
- 3.10 There is also on-going engagement with the business and voluntary and community sectors.
- 3.11 The Council has a duty, under section 149 of the Equalities Act 2010, to comply with the Public Sector Equality duty when developing budget proposals. Key budget proposals include accompanying evidence available to members; namely officer led equalities impact assessments, which are undertaken annually and reviewed and updated as appropriate, on a range of budget proposals. These are also made available on the Council's website, in a timely manner. This purpose of the assessments is to ensure that decision makers have due regard to the Council's equalities duties on key decisions.
- 3.12 This Cabinet agenda includes an item proposing changes to the equalities impact assessment process in its current form to move to an integrated Impact Assessment, incorporating additional diversity characteristics, such as low income and Environmental Impact. Any such changes will be reflected in updated Impact Assessments to support forthcoming budget proposals.

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

- 4.1 This report is based on consultation with the Council's Executive Team and Cabinet Members in assessing the current issues, risks and factors to be addressed.

## **5. Next Steps**

- 5.1 Resultant budget proposals will be submitted to Cabinet and full Council. The Council's Chief Finance Officer (& Service Director, Finance) will co-ordinate the development of draft budget proposals and options, and supporting budget documentation within the budget framework and planning totals.
- 5.2 Cabinet will bring forward detailed budget proposals in the new year, for consideration at Budget Council on 12 February 2020.

## **6. Cabinet portfolio-holders recommendations**

The portfolio holder supports the recommendations in this report, and welcomes the changes to the way the budget update has been prepared.

In a time of great uncertainty around the funding of the Council in future years, and also national and international events having the potential to impact on the Council's costs, this budget update takes a pragmatic view in light of all these uncertainties.

It's important that we have a flexibility within the budget to allow us to react to these uncertainties, and this update allows the degree of flexibility that we need at this time.

The review of the capital plan will allow us to invest in our places, and with the help of partners will help to stimulate the wider Kirklees economy. We will also invest in our children's services, to ensure that those children that are most in need have the best facilities we can provide. I believe that the current level of capital investment is affordable and is without excessive risk.

As with all budget updates there has to be a certain amount of assumptions made, and I believe the assumptions we have made are reasonable and the correct ones for the position we and the nation finds itself in at this moment in time. Of course things can and will change, but I believe we have the ability and skills to be able to react in a manner that will enable us to ensure our finances are sound and the we can continue to deliver the Council's outcomes.

## **7. Officer recommendations and reasons**

Having read this report and the accompanying Appendices, Cabinet are asked to:

- 7.1 approve the updated baseline general fund revenue & HRA budget spending control totals over the 2020 to 2023 period set out at Appendix A (general fund) and Appendix C (HRA);
- 7.2 note the funding and spend assumptions informing the updated budget forecasts as set out in section 2 of this report;
- 7.3 note current and forecast earmarked reserves and general balances as set out at Appendix B;
- 7.4 note the existing 2019-24 capital budget plans rolled forward as set out at Appendix D;
- 7.5 approve the budget planning framework set out in this report,
- 7.6 note the corporate budget timetable and approach set out at Appendix F; and
- 7.7 approve the budget consultation approach and timetable set out in this report

The above approach allows the updated budget plans to be adjusted subsequently for major factors identified and sets the basis for officers to update draft service plans within a clear Council budget framework.

**8. Contact Officer**

Eamonn Croston, Service Director, Finance

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Sarah Hill, Finance Manager, Finance

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

Government Spending round 2019

Annual budget report 2019 to 2022

Government Financial Settlement 2019/20

Technical Consultation ; 2019/20 Local Government Finance Settlement

Annual financial outturn and rollover report 2018/19

Financial monitoring report 2019/20; Quarter 1

Council Corporate Plan 2019 re-fresh

Housing Strategy 2018 to 2023

Government Paper ; rents for social housing from 2020/21

**10. Service Director responsible**

Eamonn Croston, Service Director, Finance

[eamonn.croston@kirklees.gov.uk](mailto:eamonn.croston@kirklees.gov.uk)

|   | 2020/21<br>£000  | 2021/22<br>£000  | 2022/23<br>£000  |
|---|------------------|------------------|------------------|
| <b>FUNDING</b>  |                  |                  |                  |
| <b>STARTING POINT (MTFP 2019-2022)</b>                  | <b>(288,634)</b> | <b>(316,080)</b> | <b>(318,426)</b> |
| <b>CHANGES</b>  |                  |                  |                  |
| Adult Social Care Precept 2% ; 2020/21 only (SR2019)    | (3,616)          | (3,722)          | (3,830)          |
| Additional 100 CTB growth per annum to 1,100            | (162)            | (329)            | (503)            |
| Baseline/Bad Debt Review                                | (1,617)          | (1,587)          | (1,556)          |
| Reverse Austerity Funding Reductions ; 2020/21 (SR2019) | (3,233)          | (3,233)          | (3,233)          |
| Business Rates Baseline Inflation ; 2020/21 (SR2019)    | (1,803)          | (1,803)          | (1,803)          |
| No 75% Pilot in 2020/21 - 50% retention (SR2019)        | 1,476            | -                | -                |
| <b>Total Changes</b>                                    | <b>(8,955)</b>   | <b>(10,674)</b>  | <b>(10,925)</b>  |
| <b>BASELINE 2020-23</b>                                 | <b>(297,589)</b> | <b>(326,754)</b> | <b>(329,351)</b> |
| <b>SPENDING</b>   |                  |                  |                  |
| <b>STARTING POINT (MTFP 2019-2022)</b>                  | <b>302,596</b>   | <b>336,572</b>   | <b>349,265</b>   |
| <b>CHANGES</b>  |                  |                  |                  |
| <b>CHILDREN'S SERVICES</b>                              |                  |                  |                  |
| Assessment and Care Management                          | 260              | 520              | 520              |
| Schools Organisation / Statutory responsibilities       | 401              | 401              | 401              |
| Early Learning Support                                  | 220              | 220              | 220              |
| Education to Vulnerable Children                        | 30               | 30               | 30               |
| Schools Transport                                       | 1,100            | 1,100            | 1,100            |
|   | <b>2,011</b>     | <b>2,271</b>     | <b>2,271</b>     |
| <b>ADULTS</b>   |                  |                  |                  |
| Assessment and Care Management                          | 500              | 500              | 500              |
| Care Provider Market - Stability Measures               | 900              | 900              | 900              |
| In-House Residential provision                          | 1,400            | 1,400            | 1,400            |
| Existing Adult Social Care grant adjustment             | (1,200)          | (1,200)          | (1,200)          |
| Additional social care grant (SR2019)                   | (4,423)          | (4,423)          | (4,423)          |
|   | <b>(2,823)</b>   | <b>(2,823)</b>   | <b>(2,823)</b>   |
| <b>ECONOMY AND INFRASTRUCTURE</b>                       |                  |                  |                  |
| Markets - Income  | 500              | 500              | 500              |
| Parking - Income  | 600              | 600              | 600              |
| Waste Management Service Investment                     | 2,000            | 3,000            | 4,000            |
| Planned use of Waste Management Reserves                | (2,000)          | (2,000)          | (2,000)          |
|   | <b>1,100</b>     | <b>2,100</b>     | <b>3,100</b>     |
| <b>Total Changes</b>                                    | <b>288</b>       | <b>1,548</b>     | <b>2,548</b>     |
| <b>BASELINE SPEND 2020-23</b>                           | <b>302,884</b>   | <b>338,120</b>   | <b>351,813</b>   |
| <b>BASELINE BUDGET GAP 2020-23 (Cumulative)</b>         | <b>5,295</b>     | <b>11,366</b>    | <b>22,462</b>    |
| <b>MEMO – ORIGINAL BUDGET GAP (MTFP 2019-22)</b>        | <b>13,962</b>    | <b>20,492</b>    | <b>30,839</b>    |

## GENERAL FUND RESERVES

| General Fund Reserves            | Reserves at 1st April 2019 | Estimated Balance 1st April 2020 | Estimated Balance 1st April 2021 | Estimated Balance 1st April 2022 | Estimated Balance 1st April 2023 |
|----------------------------------|----------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|
| <i>Schools Reserves</i>          | (9,745)                    | (9,477)                          | (9,477)                          | (9,477)                          | (9,477)                          |
| <u><i>Earmarked Reserves</i></u> |                            |                                  |                                  |                                  |                                  |
| Financial Resilience             | (37,146)                   | (37,146)                         | (37,146)                         | (37,146)                         | (37,146)                         |
| Rollover                         | (2,161)                    | (1,161)                          | (161)                            | -                                | -                                |
| Revenue Grants                   | (12,923)                   | (10,633)                         | (8,633)                          | (6,633)                          | (4,633)                          |
| Public Health                    | (2,069)                    | (1,246)                          | (423)                            | (423)                            | (423)                            |
| Stronger Families                | (1,818)                    | (1,318)                          | (818)                            | (318)                            | -                                |
| Insurance                        | (1,900)                    | (1,900)                          | (1,900)                          | (1,900)                          | (1,900)                          |
| Ward Based Activity              | (1,227)                    | (937)                            | (687)                            | (437)                            | (187)                            |
| Property and Other Loans         | (3,000)                    | (3,000)                          | (3,000)                          | (3,000)                          | (3,000)                          |
| Adverse Weather                  | (3,000)                    | (3,000)                          | (3,000)                          | (3,000)                          | (3,000)                          |
| Strategic Investment Support     | (5,400)                    | (4,400)                          | (3,400)                          | (2,400)                          | (1,400)                          |
| Social Care                      | (2,496)                    | -                                | -                                | -                                | -                                |
| Mental Health                    | (1,400)                    | (700)                            | -                                | -                                | -                                |
| Business Rates                   | (2,000)                    | (2,000)                          | (2,000)                          | (2,000)                          | (2,000)                          |
| Elections                        | (500)                      | (450)                            | (450)                            | (450)                            | (450)                            |
| Waste Management                 | (11,000)                   | (11,000)                         | (9,000)                          | (7,000)                          | (5,000)                          |
| Commercialisation                | (500)                      | (250)                            | -                                | -                                | -                                |
| Other                            | (4,032)                    | (3,641)                          | (3,341)                          | (3,041)                          | (2,741)                          |
|                                  | (92,572)                   | (82,782)                         | (73,959)                         | (67,748)                         | (61,880)                         |
| General Balances                 | (10,214)                   | (10,025)                         | (10,025)                         | (10,025)                         | (10,025)                         |
|                                  |                            |                                  |                                  |                                  |                                  |
| <b>Grand Total</b>               | <b>(112,531)</b>           | <b>(102,284)</b>                 | <b>(93,461)</b>                  | <b>(87,250)</b>                  | <b>(81,382)</b>                  |

Reserves as % of 1920 net revenue budget \*

35%      32%      29%      27%      25%

\* Excludes Schools and Public Health

**GLOSSARY OF RESERVES**

| <b>RESERVE</b>                      | <b>DESCRIPTION</b>  |
|-------------------------------------|---|
| <b>School Reserves</b>              | Statutory reserves relating to both individual schools balances/deficits carried forwards, and Dedicated Schools Grant (ring-fenced for schools related expenditure).                   |
| <b>Financial Resilience</b>         | Covers a range of potential costs highlighted in the Council's corporate risk assessment, including budget risks as set out in the sensitivity analysis within this report.             |
| <b>Rollover</b>                     | To fund deferred spend commitments against approved rollover.   |
| <b>Revenue Grants</b>               | Represents grants and contributions recognised in the Comprehensive Income and Expenditure Statement before expenditure has been occurred.  |
| <b>Public Health</b>                | Public Health grant recognised in the Comprehensive Income and Expenditure Statement before expenditure has been occurred (ring-fenced for Public health expenditure).                  |
| <b>Stronger Families</b>            | Represents deferred expenditure commitments supporting a range of Stronger Families activity.   |
| <b>Insurance</b>                    | Mitigates against risk from increased liabilities and insurance claims.   |
| <b>Ward Based Activity</b>          | To fund deferred ward based activity commitments.   |
| <b>Property and Other Loans</b>     | Set aside against the potential risk of future loan default. Arising from the introduction of a new local government accounting code intended to strengthen balance sheet transparency. |
| <b>Adverse Weather</b>              | Mitigates against budget risk arising from severe weather events in the District.   |
| <b>Strategic Investment Support</b> | To address the likely scale of one off costs required to support the scale of regeneration capital investment over the 2018-24 period.  |
| <b>Social Care</b>                  | Set aside to cover a range of social care expenditure commitments as agreed at Cabinet, August 2018.  |
| <b>Mental Health</b>                | To support a number of local area based mental health initiatives over 2019-21.   |
| <b>Business Rates</b>               | Set aside against potential backdated payment with respect to national ATM business rates appeal and also to resource the Council's approved business start-up and retention policy.    |
| <b>Elections</b>                    | Set aside to accommodate potential local and national elections costs in excess of current base budget.   |
| <b>Waste Management</b>             | To support the development of the Council's waste management strategy, in light of the known financial implications of the current Council PFI Waste Contract ending in 2022-23.        |
| <b>Commercialisation</b>            | To support Commercialisation opportunities including the One Venue Development Plan, to help drive investment in public and community buildings   |
| <b>Other</b>                        | A range of smaller reserves earmarked for specific purposes, each less than £0.6m.  |
| <b>General Balances</b>             | General reserve available for Council use, excluding Housing Revenue Account purposes. Minimum level proposed to be £10m going forwards.  |

**Housing Revenue Account (HRA) SUMMARY MTFP 2020-23**

|   | <b>20-21</b>    | <b>21-22</b>    | <b>22-23</b>    |
|---|-----------------|-----------------|-----------------|
|   | <b>£000</b>     | <b>£000</b>     | <b>£000</b>     |
| <b><u>Repair &amp; Maintenance</u></b>    |                 |                 |                 |
| KNH Fee                                   | 21,900          | 21,900          | 21,900          |
| <b><u>Housing Management</u></b>          |                 |                 |                 |
| KNH Fee                                   | 15,957          | 15,957          | 15,957          |
| Other                                     | 18,102          | 18,102          | 18,102          |
| <b>Sub-total</b>                          | <b>34,059</b>   | <b>34,059</b>   | <b>34,059</b>   |
| <b><u>Other Expenditure</u></b>           |                 |                 |                 |
| Depreciation charge                       | 16,500          | 16,500          | 16,500          |
| Interest on capital debt                  | 7,903           | 7,587           | 7,587           |
| Bad Debt Provision                        | 2,852           | 2,952           | 2,952           |
| Other                                     | 3,057           | 4,010           | 4,010           |
| <b>Sub-total</b>                          | <b>30,312</b>   | <b>31,049</b>   | <b>31,049</b>   |
| <b>Total Expenditure</b>                  | <b>86,271</b>   | <b>87,008</b>   | <b>87,008</b>   |
| <b><u>Dwelling rent income</u></b>        |                 |                 |                 |
| Dwelling rent income                      | (80,392)        | (82,257)        | (84,148)        |
| <b>Government Grant</b>                   | <b>(7,912)</b>  | <b>(7,912)</b>  | <b>(7,912)</b>  |
| <b>Other</b>                              | <b>(4,478)</b>  | <b>(4,595)</b>  | <b>(4,595)</b>  |
| <b>Total Income</b>                       | <b>(92,782)</b> | <b>(94,764)</b> | <b>(96,655)</b> |
| <b>Net Operating Expenditure</b>          | <b>(6,511)</b>  | <b>(7,756)</b>  | <b>(9,647)</b>  |
| <b>Planned funding support to Capital</b> | <b>6,511</b>    | <b>7,756</b>    | <b>9,647</b>    |
| <b>Balanced Budget</b>                    | <b>0</b>        | <b>0</b>        | <b>0</b>        |

**HRA Reserves Forecast**

|   | <b>19-20</b>    | <b>20-21</b>    | <b>21-22</b>    | <b>22-23</b>    |
|---|-----------------|-----------------|-----------------|-----------------|
|   | <b>£000</b>     | <b>£000</b>     | <b>£000</b>     | <b>£000</b>     |
| <b>As at April 1</b>  | <b>(61,782)</b> | <b>(51,532)</b> | <b>(43,954)</b> | <b>(38,815)</b> |
| <b>Transfers to/from HRA</b>                                | <b>-</b>        | <b>-</b>        | <b>-</b>        | <b>-</b>        |
| <b>In-year capital funding</b>                              | <b>5,039</b>    | <b>7,578</b>    | <b>5,139</b>    | <b>833</b>      |
| <b>Earmarked - business risk</b>                            | <b>4,000</b>    | <b>-</b>        | <b>-</b>        | <b>-</b>        |
| <b>Earmarked – working balance</b>                          | <b>1,500</b>    | <b>-</b>        | <b>-</b>        | <b>-</b>        |
| <b>In-year forecast (HRA)</b>                               | <b>(289)</b>    | <b>-</b>        | <b>-</b>        | <b>-</b>        |
| <b>As at 31 March (capital sinking fund rolled forward)</b> | <b>(51,532)</b> | <b>(43,954)</b> | <b>(38,815)</b> | <b>(37,982)</b> |



## Capital Plan Expenditure Summary

## Appendix D

| 2019/20 – 2023/24 Capital Plan Expenditure Summary | Capital Plan Budget |                  |                  |                  |                  |                |
|--|---------------------|------------------|------------------|------------------|------------------|----------------|
|  | 2019/20<br>£'000    | 2020/21<br>£'000 | 2021/22<br>£'000 | 2022/23<br>£'000 | 2023/24<br>£'000 | Total<br>£'000 |
| <b>General Fund:</b>                               |                     |                  |                  |                  |                  |                |
| Achievement  | 16,031              | 19,930           | 22,763           | 13,030           | 5,045            | <b>76,799</b>  |
| Children   | 200                 | 1,250            | 3,600            | 4,200            | 750              | <b>10,000</b>  |
| Independent  | 2,673               | 5,100            | 5,050            | 3,450            | 11,400           | <b>27,673</b>  |
| Sustainable Economy                                | 59,746              | 106,468          | 77,576           | 68,546           | 16,255           | <b>328,591</b> |
| Well   | 4,029               | 14,968           | 9,260            | 2,249            | 867              | <b>31,373</b>  |
| Safe & Cohesive                                    | 180                 | 20               | 0                | 0                | 0                | <b>200</b>     |
| Clean & Green                                      | 1,789               | 5,475            | 125              | 6,600            | 20,600           | <b>34,589</b>  |
| Efficiency & Effectiveness                         | 4,456               | 3,937            | 3,900            | 3,900            | 3,900            | <b>20,093</b>  |
| <b>General Fund Capital Plan</b>                   | <b>89,104</b>       | <b>157,148</b>   | <b>122,274</b>   | <b>101,975</b>   | <b>58,817</b>    | <b>529,318</b> |
|  |                     |                  |                  |                  |                  |                |
| <b>Housing Revenue Account:</b>                    |                     |                  |                  |                  |                  |                |
| Independent - Strategic Priorities                 | 6,790               | 9,825            | 9,014            | 7,364            | 8,864            | <b>41,857</b>  |
| Independent - Baseline                             | 18,892              | 18,696           | 19,591           | 19,278           | 18,923           | <b>95,380</b>  |
| <b>HRA Capital Plan</b>                            | <b>25,682</b>       | <b>28,521</b>    | <b>28,605</b>    | <b>26,642</b>    | <b>27,787</b>    | <b>137,237</b> |
|  |                     |                  |                  |                  |                  |                |
| <b>TOTAL EXPENDITURE</b>                           | <b>114,786</b>      | <b>185,669</b>   | <b>150,879</b>   | <b>128,617</b>   | <b>86,604</b>    | <b>666,555</b> |

## Capital Plan Funding Summary

| Funding Summary                                    | Capital Plan Funding |                  |                  |                  |                  |                |
|--|----------------------|------------------|------------------|------------------|------------------|----------------|
|  | 2019/20<br>£'000     | 2020/21<br>£'000 | 2021/22<br>£'000 | 2022/23<br>£'000 | 2023/24<br>£'000 | Total<br>£'000 |
| <i>Direct / Earmarked Contributions to Schemes</i> |                      |                  |                  |                  |                  |                |
| Capital Grants / Contributions applied             | 29,200               | 78,643           | 67,025           | 47,919           | 15,005           | 237,792        |
| Earmarked Capital Receipts                         | 4,974                | 4,499            | 4,499            | 4,499            | 4,499            | 22,970         |
| Revenue Contributions (HRA)                        | 11,979               | 14,088           | 12,894           | 8,588            | 13,701           | 61,250         |
| Reserves (HRA)                                     | 11,917               | 11,493           | 13,579           | 16,500           | 12,532           | 66,021         |
| Revenue Contributions (General Fund)               | 1,279                | 0                | 0                | 0                | 0                | <b>1,279</b>   |
| <i>Pooled Resources</i>                            |                      |                  |                  |                  |                  |                |
| Non Earmarked Capital Receipts                     | 700                  | 700              | 700              | 700              | 700              | <b>3,500</b>   |
| Corporate Prudential Borrowing                     | 54,737               | 76,246           | 52,182           | 50,411           | 40,167           | 273,743        |
| <b>FUNDING</b>                                     | <b>114,786</b>       | <b>185,669</b>   | <b>150,879</b>   | <b>128,617</b>   | <b>86,604</b>    | <b>666,555</b> |

# Capital Plan 2019/20-2023/24

| GENERAL FUND CAPITAL PLAN   |   | Funding | Capital Plan     |                  |                  |                  |                  |                     |
|-----------------------------|---|---------|------------------|------------------|------------------|------------------|------------------|---------------------|
|                             |   |         | 2019/20<br>£'000 | 2020/21<br>£'000 | 2021/22<br>£'000 | 2022/23<br>£'000 | 2023/24<br>£'000 | 5 Yr Total<br>£'000 |
| <b>ACHIEVEMENT</b>          |   |         |                  |                  |                  |                  |                  |                     |
| <b>Strategic Priorities</b> |   |         |                  |                  |                  |                  |                  |                     |
|                             | Alternative Provision School  | B       | 499              | 5,000            | 4,250            | 250              | 0                | 9,999               |
|                             | Special School - SEMHD  | B       | 500              | 1,000            | 5,500            | 7,500            | 500              | 15,000              |
|                             | <i>District Sufficiency - SEND</i>  |         | <b>999</b>       | <b>6,000</b>     | <b>9,750</b>     | <b>7,750</b>     | <b>500</b>       | <b>24,999</b>       |
|                             | New Pupil Places in Primary/Secondary Schools   |         | 2,979            | 4,680            | 6,063            | 780              | 545              | 15,047              |
|                             | Delivery of an Autistic Spectrum Disorder (ASD) School to mitigate expenditure on out of area ASD placements            | B       | 500              | 2,150            | 350              | 0                | 0                | 3,000               |
|                             | Dewsbury Learning Quarter   | B       | 2,086            | 0                | 0                | 0                | 0                | 2,086               |
|                             | Libraries & Public Buildings  | B       | 700              | 1,950            | 2,100            | 250              | 0                | 5,000               |
|                             | <b>Strategic Priorities Total</b>   |         | <b>7,264</b>     | <b>14,780</b>    | <b>18,263</b>    | <b>8,780</b>     | <b>1,045</b>     | <b>50,132</b>       |
| <b>Baseline</b>             |   |         |                  |                  |                  |                  |                  |                     |
|                             | Basic Need  | G       | 577              | 500              | 500              | 500              | 500              | 2,577               |
|                             | Capital Maintenance   | G/B     | 4,408            | 3,400            | 3,200            | 3,000            | 2,800            | 16,808              |
|                             | Devolved Formula Capital  | G       | 1,500            | 850              | 800              | 750              | 700              | 4,600               |
|                             | <b>Baseline Total</b>   |         | <b>6,485</b>     | <b>4,750</b>     | <b>4,500</b>     | <b>4,250</b>     | <b>4,000</b>     | <b>23,985</b>       |
| <b>One Off Projects</b>     |   |         |                  |                  |                  |                  |                  |                     |
|                             | SEND Provision  | G       | 1,360            | 400              | 0                | 0                | 0                | 1,760               |
|                             | Healthy Pupils  | G       | 358              | 0                | 0                | 0                | 0                | 358                 |
|                             | Completed Schemes   | B       | 29               | 0                | 0                | 0                | 0                | 29                  |
|                             | Commissioning option appraisals to facilitate the delivery of the outcomes of the SEN High Level review of future needs | B       | 535              | 0                | 0                | 0                | 0                | 535                 |
|                             | <b>One Off Projects Total</b>   |         | <b>2,282</b>     | <b>400</b>       | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>2,682</b>        |
| <b>ACHIEVEMENT TOTAL</b>    |   |         | <b>16,031</b>    | <b>19,930</b>    | <b>22,763</b>    | <b>13,030</b>    | <b>5,045</b>     | <b>76,799</b>       |

## Capital Plan 2019/20-2023/24

| GENERAL FUND CAPITAL PLAN |   | Funding | 2019/20<br>£'000 | Capital Plan     |                  |                  |                  |                     |
|---------------------------|---|---------|------------------|------------------|------------------|------------------|------------------|---------------------|
|                           |   |         |                  | 2020/21<br>£'000 | 2021/22<br>£'000 | 2022/23<br>£'000 | 2023/24<br>£'000 | 5 Yr Total<br>£'000 |
| <b>CHILDREN</b>           |   |         |                  |                  |                  |                  |                  |                     |
| Strategic Priorities      |   |         |                  |                  |                  |                  |                  |                     |
|                           | Specialist Accommodation/Youth Services   | B/G     | 200              | 1,250            | 3,600            | 4,200            | 750              | 10,000              |
|                           | <b>Strategic Priorities Total</b>   |         | <b>200</b>       | <b>1,250</b>     | <b>3,600</b>     | <b>4,200</b>     | <b>750</b>       | <b>10,000</b>       |
|                           | <b>One Off Projects Total (Childrens IT System)</b>   | R/B     | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>            |
|                           | <b>CHILDREN TOTAL</b>   |         | <b>200</b>       | <b>1,250</b>     | <b>3,600</b>     | <b>4,200</b>     | <b>750</b>       | <b>10,000</b>       |
| <b>INDEPENDENT</b>        |   |         |                  |                  |                  |                  |                  |                     |
| Strategic Priorities      |   |         |                  |                  |                  |                  |                  |                     |
|                           | Pump Prime & Commissioning Specialist Accommodation   | B       | 250              | 750              | 750              | 250              | 0                | 2,000               |
|                           | Commissioning Option Appraisals to facilitate outcomes of Specialist Accommodation Strategy | B       | 310              | 250              | 150              | 0                | 0                | 710                 |
|                           | Day Services Support for Vulnerable Adults  | B       | 699              | 2,800            | 3,500            | 2,600            | 11,400           | 20,999              |
|                           | <b>Strategic Priorities Total</b>   |         | <b>1,259</b>     | <b>3,800</b>     | <b>4,400</b>     | <b>2,850</b>     | <b>11,400</b>    | <b>23,709</b>       |
| One Off Projects          |   |         |                  |                  |                  |                  |                  |                     |
|                           | Adults Social Care Operation  | G/R     | 164              | 700              | 50               | 0                | 0                | 914                 |
|                           | Information Technology (Digital)  | B/R     | 600              | 600              | 600              | 600              | 0                | 2,400               |
|                           | Information Technology (*Laptops/GDPR)  | B/R     | 600              | 0                | 0                | 0                | 0                | 600                 |
|                           | Occupational Health Care (IT)   | B       | 50               | 0                | 0                | 0                | 0                | 50                  |
|                           | <b>One Off Projects Total</b>   |         | <b>1,414</b>     | <b>1,300</b>     | <b>650</b>       | <b>600</b>       | <b>0</b>         | <b>3,964</b>        |
|                           | <b>INDEPENDENT TOTAL</b>  |         | <b>2,673</b>     | <b>5,100</b>     | <b>5,050</b>     | <b>3,450</b>     | <b>11,400</b>    | <b>27,673</b>       |

# Capital Plan 2019/20-2023/24

| GENERAL FUND CAPITAL PLAN   |  | Funding | 2019/20<br>£'000 | Capital Plan     |                  |                  |                  |                     |
|-----------------------------|--|---------|------------------|------------------|------------------|------------------|------------------|---------------------|
|                             |  |         |                  | 2020/21<br>£'000 | 2021/22<br>£'000 | 2022/23<br>£'000 | 2023/24<br>£'000 | 5 Yr Total<br>£'000 |
| <b>SUSTAINABLE ECONOMY</b>  |  |         |                  |                  |                  |                  |                  |                     |
| <b>Strategic Priorities</b> |  |         |                  |                  |                  |                  |                  |                     |
|                             | A62 & A644 Corridors & Cooper Bridge                               | G       | 560              | 23,040           | 22,405           | 22,405           | 0                | 68,410              |
|                             | Corridor Improvement Programme – A62 Smart Corridor                | G       | 338              | 3,042            | 3,920            | 176              | 0                | 7,476               |
|                             | Corridor Improvement Programme - Holmfirth Town Centre Access Plan | G       | 72               | 646              | 3,906            | 0                | 0                | 4,624               |
|                             | Huddersfield Southern Gateways                                     | G       | 300              | 2,700            | 4,000            | 842              | 0                | 7,842               |
|                             | A653 Leeds to Dewsbury Corridor (M2D2L)                            | G       | 410              | 3,687            | 4,097            | 4,097            | 0                | 12,291              |
|                             | A629 Ainley Top to Huddersfield (Phase 5)                          | G       | 317              | 2,850            | 3,781            | 3,909            | 0                | 10,857              |
|                             | Huddersfield Station Gateway Phase 1                               | G       | 0                | 5,000            | 0                | 0                | 0                | 5,000               |
|                             | Huddersfield Station gateway Phase 2                               | G       | 0                | 5,000            | 0                | 0                | 0                | 5,000               |
|                             | Highways – Others Non-Core   | G       | 0                | 0                | 0                | 0                | 0                | 0                   |
|                             | WYTF Land Acquisition  | B       | 591              | 0                | 0                | 0                | 0                | 591                 |
|                             | <i>West Yorkshire plus Transport Schemes</i>                       |         | 2,588            | 45,965           | 42,109           | 31,429           | 0                | 122,091             |
|                             |  |         |                  |                  |                  |                  |                  |                     |
|                             | Aspirational Regeneration of Major Town Centres - Feasibility      | B       | 331              | 150              | 0                | 0                | 0                | 481                 |
|                             | Regeneration of Strategic Town Centres - Dewsbury                  | B       | 2,250            | 5,310            | 4,144            | 3,256            | 0                | 14,960              |
|                             | Regeneration of Strategic Town Centres - Huddersfield              | B       | 1,644            | 8,640            | 7,000            | 12,406           | 0                | 29,690              |
|                             | <i>Town Centre Action Plans</i>                                    |         | 4,225            | 14,100           | 11,144           | 15,662           | 0                | 45,131              |
|                             |  |         |                  |                  |                  |                  |                  |                     |
|                             | KSDL (HD One)  | B       | 0                | 4,100            | 4,900            | 4,000            | 0                | 13,000              |
|                             | Property Investment Fund   | B**     | 13,327           | 11,500           | 0                | 0                | 0                | 24,827              |
|                             | Bridge Homes (Joint Venture)                                       | B       | 0                | 1,250            | 1,250            | 0                | 0                | 2,500               |
|                             | <i>Loans - Development Finance</i>                                 |         | 13,327           | 16,850           | 6,150            | 4,000            | 0                | 40,327              |
|                             |  |         |                  |                  |                  |                  |                  |                     |
| Page 65                     | Local Growth Fund  | B       | 153              | 0                | 0                | 0                | 0                | 153                 |
|                             | Site Development   | G       | 0                | 6,000            | 0                | 0                | 0                | 6,000               |
|                             | Public Realm Improvements  | RR      | 1,244            | 0                | 0                | 0                | 0                | 1,244               |
|                             | <b>Strategic Priorities Total</b>                                  |         | <b>21,537</b>    | <b>82,915</b>    | <b>59,403</b>    | <b>51,091</b>    | <b>0</b>         | <b>214,946</b>      |

## Capital Plan 2019/20-2023/24

| GENERAL FUND CAPITAL PLAN  |  | Funding       | 2019/20<br>£'000 | Capital Plan     |                  |                  |                  |                | 5 Yr Total<br>£'000 |
|----------------------------|--|---------------|------------------|------------------|------------------|------------------|------------------|----------------|---------------------|
|                            |  |               |                  | 2020/21<br>£'000 | 2021/22<br>£'000 | 2022/23<br>£'000 | 2023/24<br>£'000 |                |                     |
| <b>SUSTAINABLE ECONOMY</b> |  |               |                  |                  |                  |                  |                  |                |                     |
|                            | <b>Baseline</b>                              |               |                  |                  |                  |                  |                  |                |                     |
|                            | Housing (Private)                            | G             | 3,600            | 4,650            | 3,350            | 3,350            | 3,350            | <b>18,300</b>  |                     |
|                            | Highways                                     | G/B           | 15,143           | 10,346           | 9,873            | 9,155            | 9,155            | <b>53,672</b>  |                     |
|                            | Corporate Landlord Asset Investment          | B             | 7,074            | 2,300            | 2,300            | 2,300            | 2,300            | <b>16,274</b>  |                     |
|                            | Vehicle Replacement Programme                | B             | 2,505            | 1,250            | 1,250            | 1,250            | 1,250            | <b>7,505</b>   |                     |
|                            | School Catering                              | B             | 271              | 200              | 200              | 200              | 200              | <b>1,071</b>   |                     |
|                            | <b>Baseline Total</b>                        |               | <b>28,593</b>    | <b>18,746</b>    | <b>16,973</b>    | <b>16,255</b>    | <b>16,255</b>    | <b>96,822</b>  |                     |
|                            | <b>One-Off Projects</b>                      |               |                  |                  |                  |                  |                  |                |                     |
|                            | Housing (Private)                            | G/R           | 468              | 432              | 0                | 0                | 0                | <b>900</b>     |                     |
|                            | Economic Resilience                          | G/B           | 981              | 0                | 0                | 0                | 0                | <b>981</b>     |                     |
|                            | Strategic Asset Utilisation                  | B             | 947              | 150              | 0                | 0                | 0                | <b>1,097</b>   |                     |
|                            | Leeds City Region Revolving Fund             | B             | 1,211            | 0                | 0                | 0                | 0                | <b>1,211</b>   |                     |
|                            | Highways                                     | B/B*/<br>S278 | 4,198            | 3,000            | 1,000            | 1,000            | 0                | <b>9,198</b>   |                     |
|                            | Corporate Landlord Compliance                | B             | 1,295            | 1,000            | 0                | 0                | 0                | <b>2,295</b>   |                     |
|                            | Bereavement                                  | B             | 125              | 25               | 0                | 0                | 0                | <b>150</b>     |                     |
|                            | School Catering - Compliance Essential Works | B*            | 280              | 200              | 200              | 200              | 0                | <b>880</b>     |                     |
|                            | Ward Based Activity                          | B             | 111              | 0                | 0                | 0                | 0                | <b>111</b>     |                     |
|                            | <b>One-Off Projects Total</b>                |               | <b>9,616</b>     | <b>4,807</b>     | <b>1,200</b>     | <b>1,200</b>     | <b>0</b>         | <b>16,823</b>  |                     |
|                            | <b>SUSTAINABLE ECONOMY TOTAL</b>             |               | <b>59,746</b>    | <b>106,468</b>   | <b>77,576</b>    | <b>68,546</b>    | <b>16,255</b>    | <b>328,591</b> |                     |

## Capital Plan 2019/20-2023/24

| GENERAL FUND CAPITAL PLAN   |  | Funding | Capital Plan     |                  |                  |                  |                  | 5 Yr Total<br>£'000 |
|-----------------------------|--|---------|------------------|------------------|------------------|------------------|------------------|---------------------|
|                             |  |         | 2019/20<br>£'000 | 2020/21<br>£'000 | 2021/22<br>£'000 | 2022/23<br>£'000 | 2023/24<br>£'000 |                     |
| <b>WELL</b>                 |  |         |                  |                  |                  |                  |                  |                     |
| <b>Strategic Priorities</b> |  |         |                  |                  |                  |                  |                  |                     |
|                             | Spenborough Valley Leisure Centre                    | B       | 1,434            | 8,000            | 3,500            | 232              | 0                | 13,166              |
|                             | Spenborough Valley Leisure Centre - KAL Contribution | B*      | 0                | 0                | 750              | 0                | 0                | 750                 |
|                             | Huddersfield Leisure Centre                          | B       | 220              | 0                | 0                | 0                | 0                | 220                 |
|                             | Dewsbury Sports Centre Priorities                    | B       | 300              | 250              | 300              | 1,400            | 250              | 2,500               |
|                             | <b>Strategic Priorities Total</b>                    |         | <b>1,954</b>     | <b>8,250</b>     | <b>4,550</b>     | <b>1,632</b>     | <b>250</b>       | <b>16,636</b>       |
| <b>Baseline</b>             |  |         |                  |                  |                  |                  |                  |                     |
|                             | KAL Self Finance Programme                           | B*      | 362              | 2,959            | 617              | 617              | 617              | 5,172               |
|                             | Play Strategy  | B/G     | 1,713            | 3,759            | 4,093            | 0                | 0                | 9,565               |
|                             | <b>Baseline Total</b>                                |         | <b>2,075</b>     | <b>6,718</b>     | <b>4,710</b>     | <b>617</b>       | <b>617</b>       | <b>14,737</b>       |
|                             | <b>WELL TOTAL</b>                                    |         | <b>4,029</b>     | <b>14,968</b>    | <b>9,260</b>     | <b>2,249</b>     | <b>867</b>       | <b>31,373</b>       |
| <b>SAFE AND COHESIVE</b>    |  |         |                  |                  |                  |                  |                  |                     |
| <b>Strategic Priorities</b> |  |         |                  |                  |                  |                  |                  |                     |
|                             | Youth Offending Team                                 | B       | 180              | 20               | 0                | 0                | 0                | 200                 |
|                             | <b>Strategic Priorities Total</b>                    |         | <b>180</b>       | <b>20</b>        | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>200</b>          |
|                             | <b>SAFE AND COHESIVE TOTAL</b>                       |         | <b>180</b>       | <b>20</b>        | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>200</b>          |
| <b>CLEAN AND GREEN</b>      |  |         |                  |                  |                  |                  |                  |                     |
| <b>Strategic Priorities</b> |  |         |                  |                  |                  |                  |                  |                     |
|                             | Depot Works  | B       | 100              | 375              | 25               | 0                | 0                | 500                 |
|                             | Waste Management Plant/Infrastructure                | B/B*    | 1,000            | 5,000            | 0                | 6,500            | 20,500           | 33,000              |
|                             | <b>Strategic Priorities Total</b>                    |         | <b>1,100</b>     | <b>5,375</b>     | <b>25</b>        | <b>6,500</b>     | <b>20,500</b>    | <b>33,500</b>       |

# Capital Plan 2019/20-2023/24

| GENERAL FUND CAPITAL PLAN |   | Funding | 2019/20<br>£'000 | Capital Plan     |                  |                  |                  |                     |
|---------------------------|---|---------|------------------|------------------|------------------|------------------|------------------|---------------------|
|                           |   |         |                  | 2020/21<br>£'000 | 2021/22<br>£'000 | 2022/23<br>£'000 | 2023/24<br>£'000 | 5 Yr Total<br>£'000 |
|                           | Environment & Strategic Waste             | B       | 144              | 100              | 100              | 100              | 100              | 544                 |
|                           | <b>Baseline Total</b>                     |         | <b>144</b>       | <b>100</b>       | <b>100</b>       | <b>100</b>       | <b>100</b>       | <b>544</b>          |
|                           | <b>One Off Projects</b>                   |         |                  |                  |                  |                  |                  |                     |
|                           | Electric Vehicle Charge Points            | G       | 545              | 0                | 0                | 0                | 0                | 545                 |
|                           | <b>One Off Projects Total</b>             |         | <b>545</b>       | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>545</b>          |
|                           | <b>CLEAN AND GREEN TOTAL</b>              |         | <b>1,789</b>     | <b>5,475</b>     | <b>125</b>       | <b>6,600</b>     | <b>20,600</b>    | <b>34,589</b>       |
|                           | <b>EFFICIENCY AND EFFECTIVENESS</b>       |         |                  |                  |                  |                  |                  |                     |
|                           | <b>Baseline</b>                           |         |                  |                  |                  |                  |                  |                     |
|                           | Information Technology                    | B*      | 905              | 900              | 900              | 900              | 900              | 4,505               |
|                           | Flexible Capital Receipts Strategy        | R       | 2,800            | 2,800            | 2,800            | 2,800            | 2,800            | 14,000              |
|                           | One Venue Development                     | B       | 200              | 200              | 200              | 200              | 200              | 1,000               |
|                           | <b>Baseline Total</b>                     |         | <b>3,905</b>     | <b>3,900</b>     | <b>3,900</b>     | <b>3,900</b>     | <b>3,900</b>     | <b>19,505</b>       |
|                           | <b>One Off Projects</b>                   |         |                  |                  |                  |                  |                  |                     |
|                           | Internal Refurbishments                   | B       | 551              | 37               | 0                | 0                | 0                | 588                 |
|                           | <b>One Off Projects Total</b>             |         | <b>551</b>       | <b>37</b>        | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>588</b>          |
|                           | <b>EFFICIENCY AND EFFECTIVENESS TOTAL</b> |         | <b>4,456</b>     | <b>3,937</b>     | <b>3,900</b>     | <b>3,900</b>     | <b>3,900</b>     | <b>20,093</b>       |
|                           | <b>GENERAL FUND CAPITAL PLAN TOTAL</b>    |         | <b>89,104</b>    | <b>157,148</b>   | <b>122,274</b>   | <b>101,975</b>   | <b>58,817</b>    | <b>529,318</b>      |

**FUNDING KEY:**

B = Borrowing

B\* = Service funded Borrowing - Work is ongoing to remove this category and have one system of prudential borrowing.

G = Grant

R = Capital receipts

RR = Revenue Rollover

\*Addition



## Capital Plan 2019/20-2023/24

| HOUSING REVENUE ACCOUNT CAPITAL PLAN           | Fundin<br>g | Capital Plan     |                  |                  |                  |                  |                | 5 Yr Total<br>£'000 |
|--|-------------|------------------|------------------|------------------|------------------|------------------|----------------|---------------------|
|  |             | 2019/20<br>£'000 | 2020/21<br>£'000 | 2021/22<br>£'000 | 2022/23<br>£'000 | 2023/24<br>£'000 |                |                     |
| <b>Strategic Priorities</b>                    |             |                  |                  |                  |                  |                  |                |                     |
| Housing Growth                                 | H / R       | 4,800            | 4,364            | 4,364            | 4,364            | 4,363            | 22,255         |                     |
| New Build Phase 1 - Ashbrow Extra Care         | H / R/<br>G | 990              | 3,961            | 1,650            | 0                | 0                | 6,601          |                     |
| Remodelling / High Rise                        | H / R       | 500              | 1,000            | 3,000            | 3,000            | 4,500            | 12,000         |                     |
| IT System (Universal Housing Replacement)      | H / R       | 500              | 500              | 0                | 0                | 0                | 1,000          |                     |
| <b>Strategic Priorities Total</b>              |             | <b>6,790</b>     | <b>9,825</b>     | <b>9,014</b>     | <b>7,364</b>     | <b>8,863</b>     | <b>41,856</b>  |                     |
| <b>Baseline</b>                                |             |                  |                  |                  |                  |                  |                |                     |
| Housing Capital Plan                           | H           | 11,006           | 10,522           | 11,346           | 10,960           | 10,605           | 54,439         |                     |
| Estate Improvements (Neighbourhood Investment) | H           | 1,093            | 1,108            | 1,122            | 1,137            | 1,138            | 5,598          |                     |
| Compliance                                     | H           | 1,000            | 1,479            | 1,479            | 1,479            | 1,478            | 6,915          |                     |
| Compliance – Fire Doors                        | H           | 3,000            | 1,913            | 1,913            | 1,912            | 1,912            | 10,650         |                     |
| Fuel poverty                                   | H / G       | 0                | 826              | 826              | 826              | 825              | 3,303          |                     |
| Adaptations                                    | H           | 2,793            | 2,849            | 2,906            | 2,964            | 2,964            | 14,476         |                     |
| <b>Baseline Total</b>                          |             | <b>18,892</b>    | <b>18,697</b>    | <b>19,592</b>    | <b>19,278</b>    | <b>18,922</b>    | <b>95,381</b>  |                     |
| <b>TOTAL HRA CAPITAL PLAN</b>                  |             | <b>25,682</b>    | <b>28,522</b>    | <b>28,606</b>    | <b>26,642</b>    | <b>27,785</b>    | <b>137,237</b> |                     |


FUNDING KEY:





H = HRA revenue contribution/major repairs reserve

R = Capital receipts


G = Grant



| Risk No | Risk – Description of the risk  | Management actions already in place to mitigate the risk   | Control Opptnty | Trend   |
|---------|---|--|-----------------|---|
|         |   |  |                 |   |
|         | <b>Community Impacts &amp; Risks</b>  |  |                 |   |
| 1       | The council does not adequately safeguard children and vulnerable adults, as a result of increased complexity, referral volumes and a lack of service capacity to respond to the assessed need. | <ul style="list-style-type: none"> <li>• Disclosure &amp; Barring Service (DBS) checking, staff training, supervision, protection policies kept up to date and communicated.</li> <li>• Effective management of social work (and related services); rapid response to any issues identified and from any serious case review work.</li> <li>• Active management of cases reaching serious case review stage, and any media interest</li> <li>• Review of current practices following the child sexual exploitation in Rotherham and the emerging requirements.</li> <li>• Ensure that workloads are balanced to resources.</li> <li>• Staff and skill development to minimise dependence on key individuals.</li> <li>• Use of agency staff and or contractors when necessary</li> <li>• Ideal manager training</li> <li>• Development of market sufficiency strategy; consider approaches to support the development of the available service offer both locally and regionally.</li> <li>• Ensure competence of the Safeguarding Boards and that they are adequately resourced to challenge and improve outcomes</li> <li>• Ensure routine internal quality assessment</li> <li>• Take effective action after Serious Case Reviews</li> <li>• Effective listening to messages about threats from other parts of the council and partner agencies</li> <li>• Proactive recognition of Members role as “corporate parent”</li> <li>• Childrens Improvement Board to assist governance and quality improvement<br/><i>Responsible for this risk – R Parry and M Meggs (owners several)</i></li> </ul> | H               | <br><br>4X5=20 |
| 2       | Legacy issues of historical childcare management practices, and   | <ul style="list-style-type: none"> <li>• Additional resources and expertise allocated to new and historical Child Sex Exploitation (CSE) and other legacy work, as required.</li> </ul>  | LM              |   |

|   |   |  |   |   |
|---|---|--|---|---|
|   | particularly, the heightened national attention to Child Sexual Exploitation and historical abuse cases leads to reputational issues, and resource demands to address consequential matters.  | <ul style="list-style-type: none"> <li>• Risk matrix and risk management approach implemented with the police and partners.</li> <li>• Understand relationship with the Prevent strategy, and issues linked to counter terrorism</li> <li>• Take steps per risk 7 to seek to avoid ongoing issues</li> </ul> <p><i>Responsible for this risk –M Meggs</i></p>  |   | <br>4x4=16   |
| 3 | Failure to address matters of violent extremism and related safer stronger community factors create significant community tension, (and with the potential of safeguarding consequences for vulnerable individuals).  | <ul style="list-style-type: none"> <li>• Prevent Partnership Action Plan.</li> <li>• Community cohesion work programme</li> <li>• Local intelligence sharing and networks.</li> <li>• New status as a Prevent Priority Area provides funding for a Prevent Coordinator Post and enables the development of bids for additional funding.</li> <li>• Counter terrorism local profile.</li> <li>• Home Office funded Counter Extremism Community Co-ordinator role</li> </ul> <p><i>Responsible for this risk – R Parry and M Meggs(owners C Gilchrist)</i></p>   | M | <br>4x5=20   |
| 4 | Significant environmental events such as severe weather impact on the Council's ability to continue to deliver services.  | <ul style="list-style-type: none"> <li>• Effective business continuity and emergency planning (including mutual aid) investment in flood management, gritting deployment plans.</li> <li>• Winter maintenance budgets are supported by a bad weather contingency.</li> <li>• Operational plans and response plans designed to minimise impacts (e.g. gully cleansing for those areas which are prone to flooding.)</li> </ul> <p><i>Responsible for this risk – K Battersby (owners L Haywood, W Acornley)</i></p>   | M | <br>3x5=15   |
| 5 | The policy presumption of communities taking more responsibility for service provision does not deliver the hoped for outcomes, with the consequence that some community services will no longer be sustainable from the resources available, with reputational and policy risks. | <ul style="list-style-type: none"> <li>• Reduced demand for statutory services</li> <li>• If the reduction is not realised at the pace set out, (in change plans) then those services that are directly impacted will need to identify this early, and to help in doing so, ensure that appropriate demand management and monitoring is put in place to record the levels of service take up. Remedial action should also be identified by those services.</li> <li>• Successful implementation of new service models</li> <li>• Impact assessments for those services directly affected should be carried out to reflect the impact on citizens of losing a service as a consequence of the pace and scale of new service models not meeting demand.</li> </ul> <p><i>Responsible for this risk – all strategic directors (owner C Gilchrist)</i></p> | M | <br>5x4=20 |


|   |  |   |    |   |
|---|--|---|----|---|
|   |  |   |    |   |
|   | <b>The UK exiting the EU</b>   |   |    |   |
| 6 | <p>The process of the UK exiting the EU lead to the following consequences and impact:</p> <ul style="list-style-type: none"> <li>• Economic uncertainty impact on business rates and housing growth, with knock-ons to council tax, new homes bonus and business rate income.</li> <li>• The potential for increased cuts in core government funding (as a result of economic pressures) in the context of ongoing increases in demand for council services.</li> <li>• Rising inflation could lead to increased costs ( e.g. the cost of raw materials ). Interest rate volatility impacting on the cost of financing the council’s debt.</li> <li>• The general uncertainty affecting the financial markets could lead to another recession.</li> </ul> | <p>These risks are largely addressed elsewhere in the Matrix</p> <ul style="list-style-type: none"> <li>• Monitor government proposals and legislation, and their impact on council, partner services and local businesses</li> <li>• Working with the WY Combined Authority, and other WY local authorities and partners</li> <li>• Continue to lobby, through appropriate mechanisms, for additional resources and flexibilities in the use of existing funding streams to e.g. Local Government Association (LGA)</li> <li>• Be aware of underlying issues through effective communication with partners, service providers and suppliers and other businesses about likely impact on prices and resources.</li> <li>• Ensure that budgets anticipate likely cost impacts</li> <li>• Utilise supplementary resources to cushion impact of any cuts and invest to save.</li> <li>• Ensure adequacy of financial revenue reserves to protect the council financial exposure and that they are managed effectively not to impact on the council essential services</li> <li>• Local intelligence sharing and networks.</li> <li>• Prevent partnership action plan.</li> <li>• Community cohesion work programme</li> <li>• Continue to work with local employer representative bodies e.g. FSB, MYCCI to make best use of existing resources and lobby for additional resources to support businesses pre/post EU Exit</li> <li>• Service and financial strategies kept under review to keep track of developments related to the UK exiting the EU.</li> </ul> | LM | ↑ |

|   |  |   |   |   |
|---|--|---|---|---|
|   | <ul style="list-style-type: none"> <li>An uncertain economic outlook potentially impacting on levels of trade and investment.</li> <li>Uncertainty about migration impacting on labour markets, particularly in key sectors like health and social care</li> <li>Potential impact on community cohesion, with increased community tensions and reported hate crimes</li> </ul> | <ul style="list-style-type: none"> <li>Working Group established to consider and monitor implications.</li> </ul> <p><i>Responsible for this risk –all ET (owner D Bundy)</i></p>   |   | 4x4=16  |
|   | <b>The finances of the Council</b>   |   |   |   |
| 7 | A failure to achieve the Councils savings plan impacts more generally on the councils finances with the necessity for unintended savings (from elsewhere) to ensure financial stability  | <ul style="list-style-type: none"> <li>Established governance arrangements are in place to achieve planned outcomes at Cabinet and officer level</li> <li>Escalation processes are in place and working effectively.</li> <li>Alignment of service, transformation and financial monitoring.</li> <li>Tracker developed which allows all change plans to be in view and monitored on a monthly basis</li> <li>Programme management office established and resourced</li> <li>Monthly (and quarterly) financial reporting</li> </ul> <p><i>Responsible for this risk - E Croston &amp; ET (owner J Anderson)</i></p> | H | <br>4x5=20 |
| 8 | Failure to control expenditure and income within the overall annual council approved budget leads to the necessity for unintended savings (from elsewhere)). The most significant of these risks are   | <ul style="list-style-type: none"> <li>Significant service pressures recognised as part of resource allocation in 2018/19 and 2019/20</li> <li>Responsibility for budgetary control aligned to Strategic and Service Directors.</li> <li>Examine alternative strategies or amend policies where possible to mitigate growth in demand or reduce costs</li> <li>Utilise supplementary resources to cushion impact of cuts and invest to save.</li> </ul>   | H |   |








|    |   |  |    |                        |
|----|---|--|----|------------------------|
|    | <p>related to volumes (in excess of budget) of;</p> <ul style="list-style-type: none"> <li>• Complex Adult Care services</li> <li>• Childrens Care Services</li> <li>• Educational high needs</li> </ul> <p>&amp; Rent Collection impact of Universal Credit rollout (H R A)<br/>And in the longer term, the costs of waste disposal.</p> | <ul style="list-style-type: none"> <li>• Continue to lobby, through appropriate mechanisms, for additional resources</li> <li>• Proactive monitoring as Universal Credit is introduced</li> </ul> <p><i>Responsible for this risk - E Croston &amp; ET(owner J Anderson)</i></p>   |    | 3x5=15                 |
| 9  | <p>Above inflation cost increases, particularly in the care sector, impact on the ability of providers to deliver activities of the specified quality, and or impacting on the prices charged and impacting on the budgets of the Council.</p>  | <ul style="list-style-type: none"> <li>• Monitor quality and performance of contracts.</li> <li>• Be aware of underlying issues through effective communication with service providers and suppliers about likely impact on prices</li> <li>• Renegotiate or retender contracts as appropriate.</li> <li>• Ensure that budgets anticipate likely cost impacts</li> <li>• Seek additional funding as a consequence of government imposed costs</li> </ul> <p><i>Responsible for this risk - E Croston &amp; R Parry (owner several)</i></p> | M  | <p>↑</p> <p>4x4=16</p> |
| 10 | <p>Making inappropriate choices in relation to lending or and borrowing decisions, leads to financial losses.</p>   | <ul style="list-style-type: none"> <li>• Effective due diligence prior to granting loans and careful monitoring of investment decisions.</li> <li>• Effective challenge to treasury management proposals by both officers and members (Corporate Governance &amp; Audit Committee) taking account of external advice</li> </ul> <p><i>Responsible for this risk - E Croston (owner R Firth)</i></p>  | MH | <p>↔</p> <p>2x5=10</p> |
| 11 | <p>Exposure to uninsured losses or significant unforeseen costs, leads to the necessity for unintended savings to balance the councils finances</p>   | <ul style="list-style-type: none"> <li>• Ensure adequacy of financial revenue reserves to protect the council financial exposure and managed effectively not to impact on the council essential services.</li> <li>• Consider risks and most cost effective appropriate approach to responding to these (internal or external insurance provision)</li> </ul> <p><i>Responsible for this risk - E Croston &amp; J Muscroft(owner K Turner)</i></p>   | H  | <p>↔</p> <p>4x4=16</p> |
| 12 | <p>A future financial regime set by government causes a further loss of resources or increased and</p>  | <p>The prospective one year settlement for 2020/21 appears to be positive, but longer term risks remain;</p>   | L  |                        |




|           |   |   |           |   |
|-----------|---|---|-----------|---|
|           | under-funded obligations (e.g. in relation to social care), with impact on the strategic plans.   | <ul style="list-style-type: none"> <li>• Monitor government proposals and legislation, and their impact on council and partner services.</li> <li>• Continue to lobby, through appropriate mechanisms, for additional resources e.g. Local Government Association (LGA)</li> <li>• Be aware of underlying issues through effective communication with citizens, partners, service providers and suppliers about likely impact on resources</li> <li>• Ensure that budgets anticipate likely impacts</li> <li>• Ensure adequacy of financial revenue reserves to protect the council financial exposure and managed effectively not to impact on the council essential services.</li> </ul> <p style="text-align: right;"><i>Responsible for this risk - E Croston &amp; ET (owner J Anderson)</i></p>   |           |   |
|           | <b>Other Resource &amp; Partnership Risks</b>   |   |           |   |
| <b>13</b> | <p>Council supplier and market relationships, including contractor failure leads to;</p> <ul style="list-style-type: none"> <li>• loss of service,</li> <li>• poor quality service</li> <li>• an inability to attract new suppliers (affecting competition, and to replace any incumbent contractors who have failed)</li> <li>• complexities and difficulties in making arrangements in respect of significant and long running major outsource contracts, and their extension and renewal.</li> </ul> | <ul style="list-style-type: none"> <li>• Avoid, where possible, over dependence on single suppliers;</li> <li>• More thorough financial assessment when a potential supplier failure could have a wide impact on the council’s operations but take a more open approach where risks are few or have only limited impact.</li> <li>• Recognise that supplier failure is always a potential risk; those firms that derive large proportions of their business from the public sector are a particular risk.</li> <li>• Need to balance between only using suppliers who are financially sound but may be expensive and enabling lower cost or new entrants to the supplier market.</li> <li>• Consideration of social value, local markets and funds recirculating within the borough</li> <li>• Understanding supply chains and how this might impact on the availability of goods and services</li> <li>• Be realistic about expectation about what the market can deliver, taking into account matter such as national living wage, recruitment and retention issues etc.</li> <li>• Develop and publish in place market position statement and undertake regular dialogue with market.</li> </ul> | <b>MH</b> |  |



|    |   |   |   |   |        |
|----|---|---|---|---|--------|
|    |   | <ul style="list-style-type: none"> <li>• Effective consultation with suppliers about proposals to deal with significant major external changes</li> <li>• Early consultation with existing suppliers about arrangements to be followed at the end of existing contractual arrangements</li> <li>• Realign budgets to reflect real costs</li> <li>• Commission effectively</li> <li>• Ensuring adequate cash flow for smaller contractors</li> </ul> <p style="text-align: center;"><i>Responsible for this risk – J Muscroft (owner J Lockwood)</i></p>   |   | 4x4=16  |        |
| 14 | Management of information from loss or inappropriate destruction or retention and the risk of failure to comply with the Council’s obligations in relation to Data Protection, Freedom of Information legislation and the General Data Protection Regulations (GDPR) leading to reputational damage, rectification costs and fines. Cyber related threats affecting data integrity and system functionality | <ul style="list-style-type: none"> <li>• Thorough, understandable information security policies and practices that are clearly communicated to workforce.</li> <li>• Effective management of data, retention and recording.</li> <li>• Raised awareness and staff training</li> <li>• Compliance with IT security policy.</li> <li>• Compliance with retention schedules.</li> <li>• Compliance with information governance policy.</li> <li>• Business continuity procedures.</li> <li>• Comply with new legislation around staff access to sensitive data.</li> <li>• Council has a Senior Information Risk Owner (“SIRO”) officer and a Data Protection Officer (DPO) who are supported by an Information Governance Board</li> <li>• Development of action plan to respond to GDPR requirements and resourcing requirements as appropriate</li> <li>• Increased awareness of officers and members as to their obligations</li> <li>• Proactive management of cyber issues, including additional web controls</li> </ul> <p style="text-align: center;"><i>Responsible for this risk – J Muscroft (owner K Deacon) &amp; A Simcox (owner T Hudson)</i></p> | <b>H</b><br>(INFO)<br><b>M</b><br>(CYBER) |    | 4x5=20 |
| 15 | Health and safety measures are inadequate leading to harm to employees or customers and possible litigious action from them personally and/or the Health and Safety Executive.(and the potential  | <ul style="list-style-type: none"> <li>• New Fire Safety Policy approved and being implemented with improved monitoring of fire risk</li> <li>• Prioritised programme of remedial works to buildings to tackle fire safety and other issues</li> <li>• Review work practices to address H&amp;S risks</li> <li>• Monitor safety equipment</li> </ul>  | <b>H</b>                                  |  |        |

|    |   |  |   |   |
|----|---|--|---|---|
|    | of prosecution and corporate /personal liability)(and in particular issues of fire safety,)   | <ul style="list-style-type: none"> <li>Improved employee training as to their responsibilities, as employees and (where appropriate) as supervisors</li> <li>Approval of additional resources to improve corporate monitoring regime.</li> </ul> <p><i>Responsible for this risk – R Spencer Henshall (owner S Westerby)</i></p>   |   | 3x5=15  |
| 16 | Exposure to increased liabilities arising from property ownership and management, including dangerous structures and asbestos, with reputational and financial implications.  | <ul style="list-style-type: none"> <li>Routine servicing and cleansing regimes</li> <li>Work practices to address risks from noxious substances</li> <li>Property disposal strategy linked to service and budget strategy</li> <li>Review of fire risks Develop management actions, categorised over the short to medium term and resource accordingly.</li> <li>Prioritisation of funding to support reduction of backlog maintenance</li> <li>Clarity on roles and responsibilities particularly where property management is outsourced.</li> </ul> <p><i>Responsible for this risk – K Battersby (owner D Martin)</i></p>                          | H | <br>4x4=16 |
| 17 | A funding shortfall in partner agencies) leads to increased pressure on community services with unforeseen costs.   | <ul style="list-style-type: none"> <li>Engagement in winter resilience discussions with NHS partners</li> <li>Secure funding as appropriate</li> <li>Consider extension of pooled funds</li> <li>Accept that this may lead to an increase in waiting times</li> <li>Strengthen partnership arrangements to ascertain whether other funding or cost reduction solutions can be introduced.</li> </ul> <p><i>Responsible for this risk – R Parry &amp; all ET (owner Various)</i></p>  | L | <br>4x4=16 |
| 18 | The risk of retaining a sustainable, diverse, workforce, including <ul style="list-style-type: none"> <li>aging and age profile</li> <li>encouraging people to enter hard to recruit roles (which often have low pay, or challenging hours or tasks)</li> <li>encouraging entrants to professional roles where</li> </ul> | <ul style="list-style-type: none"> <li>Effective Workforce Planning (including recruitment and retention issues)</li> <li>Modernise Human Resources policies and processes</li> <li>Increased accessibility to online training managers/ employees.</li> <li>Selective use of interim managers and others to ensure continuity of progress regarding complex issues</li> <li>Ensure robust change processes including Equality Impact Assessments (EIA's) and consultation..</li> <li>Understand market pay challenges</li> <li>Promote the advantages of LG employment</li> <li>Emphasise the satisfaction factors from service employment</li> </ul> | H |          |

|    |   |  |   |  |
|----|---|--|---|--|
|    | <p>pay is often below market levels.</p> <ul style="list-style-type: none"> <li>and ensuring that the workforce are broadly content,</li> </ul> <p>without whom the council is unable to deliver its service obligations.</p> | <ul style="list-style-type: none"> <li>Engage and encourage younger people through targeted apprenticeships, training, and career development</li> </ul> <p style="text-align: center;"><i>Responsible for this risk – R Spencer Henshall (owner D Lucas)</i></p>  |   | 4x4=16   |
| 19 | <p>National legislative or policy changes have unforeseen consequences with the consequence of affecting resource utilisation or budgets.</p>   | <ul style="list-style-type: none"> <li>Reprioritise activities</li> <li>Deploy additional resources</li> <li>Use of agency staff or contractors where necessary</li> <li>Development of horizon scanning service</li> </ul> <p style="text-align: center;"><i>Responsible for this risk – all ET (owner Various)</i></p> | L | <p style="text-align: center;"></p> <p>5x4=20</p> |

All risks shown on this corporate matrix are considered to have a potentially high probability, or impact, which may be in the short or medium horizon

20190917




**Risk Factor**

Probability; Likelihood, where 5 is very likely and 1 is very unlikely

Impact; The consequence in financial or reputational terms

Risk ; Probability x Impact

**TREND ARROWS**

|                   |   |
|-------------------|---|
| Worsening         |   |
| Broadly unchanged |  |
| Improving         |  |

**CONTROL OPPORTUNITIES**

|   |  |
|---|--|
| H | This risk is substantially in the control of the council                             |
| M | This risk has features that are controllable, although there are external influences |
|   | This risk is largely uncontrollable by the council                                   |



**Corporate Budget Timetable**

| <b>Year</b> | <b>Date</b>        | <b>Forum</b>                   | <b>Milestone activity</b>  |
|-------------|--------------------|--------------------------------|--|
| <b>2019</b> | 8 Oct/ 16<br>Oct   | Cabinet &<br>Council           | MTFP Update report   |
|             | Nov to Dec         | General budget<br>consultation | 6 weeks consultation period  |
|             | Late Nov           | Central Gov't                  | Autumn Budget  |
|             | Mid-Dec            | Central Gov't                  | Provisional Financial Settlement 2020-21   |
| <b>2020</b> | Mid Jan            | Cabinet/Council                | Update to members on the outcome of<br>the provisional 2020-21 financial<br>settlement<br><br>Council Tax Base report 2020-21<br>HRA rent & service charge setting report<br>Schools funding reports |
|             | Mid to late<br>Jan | Central Gov't                  | Finalised financial settlement 2020-21   |
|             | 28 Jan / 12<br>Feb | Cabinet &<br>Council           | Council annual budget report   |

**SENSITIVITY ANALYSIS**

|  |                             | 20-21<br>£m  | 21-22<br>£m   | 22-23<br>£m   |
|--|-----------------------------|--------------|---------------|---------------|
| <b><u>BEST CASE SCENARIO</u></b>               |                             |              |               |               |
| <b>Baseline Scenario – Budget Gap</b>          |                             | <b>5.3</b>   | <b>11.4</b>   | <b>22.5</b>   |
| <b><u>Changes</u></b>                          |                             |              |               |               |
| Net Funding Changes                            | Mainly Social Care Funding  |              | (8.0)         | (16.0)        |
| Council Tax                                    | Further 100 properties p.a. |              | (0.2)         | (0.3)         |
| Pay Inflation                                  | Inflation at 1%             | (1.7)        | (3.4)         | (5.1)         |
|  |                             | <b>(1.7)</b> | <b>(11.6)</b> | <b>(21.4)</b> |
| <b>Best Case Scenario – Updated Budget Gap</b> |                             | <b>3.6</b>   | <b>(0.2)</b>  | <b>1.1</b>    |

|   |                           | 20-21<br>£m | 21-22<br>£m | 22-23<br>£m |
|---|---------------------------|-------------|-------------|-------------|
| <b><u>WORST CASE SCENARIO</u></b>               |                           |             |             |             |
| <b>Baseline Scenario – Budget Gap</b>           |                           | <b>5.3</b>  | <b>11.4</b> | <b>22.5</b> |
| <b><u>Changes</u></b>                           |                           |             |             |             |
| Net Funding Changes                             | Mainly Brexit Impact      |             | 3.0         | 6.0         |
| Council Tax                                     | Fewer 100 properties p.a. |             | 0.2         | 0.3         |
| Pay Inflation                                   | Inflation at 3%           | 1.9         | 3.9         | 6.1         |
|   |                           | <b>1.9</b>  | <b>7.1</b>  | <b>12.4</b> |
| <b>Worst Case Scenario – Updated Budget Gap</b> |                           | <b>7.2</b>  | <b>18.5</b> | <b>34.9</b> |

## Spending Review 2019

Chancellor Sajid Javid announces the “end of austerity,” on the grounds that no government department faces a budget cut next year.

The chancellor outlined £13.8bn of investment on areas including health and education in what he described as the fastest increase for 15 years.

The chancellor laid out the spending plans against the background of Brexit – it is fair to say that the spending review was overshadowed by the unfurling parliamentary crisis and the possibility of a general election.

### At a glance:

#### Brexit

- Sajid Javid announces £2bn for Brexit delivery next year. There will be more support for business readiness and to prepare Britain’s ports for a no-deal Brexit.
- The Treasury will work with the Bank of England to coordinate a fiscal and monetary response for the UK economy.

#### Spending

- Mr. Javid says that day-to-day spending will increase by £13.8bn next year.
- The chancellor says £1.7bn will be added to capital spending.
- He says the increase in spending is the fastest accounting for inflation for 15 years.

#### Fiscal rules

- The chancellor says he will “review our fiscal framework to ensure it meets the economic priorities of today, not of a decade ago”.
- Mr. Javid says the rule change comes ahead of the budget.

#### Policing and criminal justice

- Mr. Javid says there will be a 6.3% increase in real terms Home Office spending – £750m - to fund the first year of the government’s plan to recruit 20,000 new police officers. There will also be an extra £45m provided so recruitment can start immediately getting 2,000 officers in place by end of March.

- He also announced a 5% real terms increase in resources budget for the Ministry of Justice as well as confirming the extra £80m for the Crown Prosecution Service (CPS).
- To protect religious and minority communities, the chancellor says he will double a fund to protect places of worship.

### **Local authorities**

- Mr. Javid says local councils will get £1.5bn for social care next year “to help stabilise the system”. £500m will be raised through a 2% council tax precept. Mr. Javid said the increase was a “down payment” for more extensive reforms to “fix” adult social care in the autumn.
- He says the overall departmental spending on local authorities will be the largest increase in local government spending power since 2010.
- Mr. Javid promises £54m of new funding to address homelessness and rough sleeping.
- There will be £241m next year from the new towns fund to help regenerate town centres’ high streets.

### **Environment**

- The chancellor says there will be £432m in additional funds for the Department for Environment, Food and Rural Affairs to tackle climate issues.
- Mr. Javid says there will be money earmarked for climate issues when the government publishes an infrastructure strategy review later this year.

### **Education**

- Mr. Javid says school spending will increase over three years by £7.1bn.
- The chancellor says every secondary school will be allocated a minimum of £5,000 for every pupil next year. Every primary school will be allocated at least £3,750 per pupil, on track to reach £4,000 per pupil next year.
- The government will provide an additional £700m to support children with special educational needs next year.
- Teachers’ starting salaries will rise to £30,000 a year by 2022-23.
- There will be a £400m increase in further education funding next year.

### **Transport**

- Mr. Javid promises to “put the wheels back on the Great British bus” with more than £200m to transform bus services across the country, funding low-emission buses and trialling on-demand services.

### **Health**

- The chancellor says he will increase NHS spending by £6.2bn next year.
- He says there will be £210m for frontline NHS staff.



- The Treasury will invest more in training and professional development for doctors and nurses.
- Mr. Javid says there will be more than £2bn of new capital funding – starting with an upgrade to 20 hospitals this year, and £250m for new artificial intelligence technologies.

## Defence

- Mr. Javid promises an extra £2.2bn for defence next year, a real-terms increase of 2.6%.
- This ensures that defence spending not only stays above the Nato target level of 2% of GDP but increases its share from the existing 2.1%.
- He also announces £7m of funding for the Normandy Memorial Trust and confirms funding for new Office for Veterans' Affairs, previously announced at £5m.

## Next steps:

- More in depth briefing on the spending review and in particular implications for local authorities to follow.

## Data sources and links:

<https://www.lgiu.org.uk/briefing/spending-round-2019-headlines-from-the-chancellors-speech/>

BBC News

Local Government Association.

Contact: names Chris Rowe  
Job title Policy Officer  
Email: [christopher.rowe@kirklees.gov.uk](mailto:christopher.rowe@kirklees.gov.uk)  
Telephone: 01484 221000

**Corporate Strategy**  
Kirklees Council, 3<sup>rd</sup> Floor North, Civic Centre 1



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**Name of meeting: Council**

**Date: 16 October 2019**

**Title of report: Overview and Scrutiny Annual Report 2018/19**

**Purpose of report**

In line with constitutional requirements, this report presents the Overview and Scrutiny Annual Report for the 2018/19 municipal year to Council.

|   |  |
|---|--|
| <b>Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?</b> | <b>not applicable</b>                  |
| <b>Key Decision - Is it in the <a href="#">Council's Forward Plan (key decisions and private reports?)</a></b>                                    | <b>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>Rachel Spencer Henshall 5.09.19</b> |
| <b>Is it also signed off by the Service Director for Finance IT and Transactional Services?</b>   | <b>Not applicable</b>                  |
| <b>Is it also signed off by the Service Director for Legal Governance and Commissioning Support?</b>  | <b>Julie Muscroft 5.09.19</b>          |
| <b>Cabinet member <a href="#">portfolio</a></b>   | <b>Not applicable</b>                  |

**Electoral wards affected: None specific**

**Ward councillors consulted: Not applicable**

**Public or private: Public**

**Electoral wards affected: All**

**Has GDPR been considered?** GDPR considerations have been fully considered in respect of this report and permission has been given in respect of reference to a particular individual.

## **1. Information**

**1.1** The Council's Constitution requires the Chair of Scrutiny to submit a report to Council at the end of each municipal year, highlighting Overview and Scrutiny work in the previous twelve months. Attached at appendix one is the Overview and Scrutiny Annual Report for 2018/19. The Council is asked to receive and note the Annual Report.

## **2. Implications for the Council**

**2.1** The work of Overview and Scrutiny contributes to all the Council priorities set out below by considering proposals and pieces of work that contribute to delivering the priorities:

- **Working with People**
- **Working with Partners**
- **Place Based Working**
- **Improving outcomes for children**
- **Other (eg Legal/Financial or Human Resources)**

## **3. Consultees and their opinions**

Not applicable

## **4. Next steps**

Following consideration by Council, the Annual Report will be available for information on the Council's website.

## **5. Officer recommendations and reasons**

That Council receive and note the Overview and Scrutiny Annual Report 2018/19

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

Not applicable

## **7. Contact officer**

Penny Bunker Governance and Democratic Engagement Manager  
Tel: 01484 221000

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

Minutes of Overview and Scrutiny Management Committee and Scrutiny Panels during 2018/19.

Lead Member Reports to Overview and Scrutiny Management Committee in 2018/19

## **9. Service Director responsible**

Julie Muscroft Service Director Legal, Governance and Commissioning

# Overview and Scrutiny

## Annual Report

2018/19

Improvement  
**Hold to account**  
Investigation *STP view*  
*Forward* Play Strategy  
Domestic **Review**  
abuse Resilience  
**OFSTED** **Health**  
Proposals Prevention  
Virtual school  
Ambulatory *Healthy Child*  
service  
Strategic **Flooding**  
Services Intervention  
**Podiatry** **Citizens**  
**Ward councillors**  
*Edge of Care*

*Care closer*  
**Recommendations**  
Democracy Commission  
**Statutory** Social Care  
Housing **Briefings**  
*Regional*  
*working*  
Rough sleeping  
**Mental health**  
Safeguarding  
**Crime** **Children**  
**Wellness** Monitoring  
Pre decision Engagement  
**People strategy**  
**Lessons learned**  
Ad Hoc Panel

# Chair's Foreword

At the start of my first year as Chair of Overview and Scrutiny, I would like to thank former Councillor Julie Stewart-Turner for her work in leading overview and scrutiny since 2014. I also want to thank those councillors who took part in scrutiny work during last year, together with our invaluable voluntary and statutory scrutiny co-optees. I look forward to working with new scrutiny panel lead members, panel members and some newly appointed and returning co-optees.

The annual report 2018/19 reflects some of the highlights of work carried out by scrutiny over the last municipal year. Many strategic areas of change will continue to be the focus of scrutiny in the coming year. Joint health scrutiny work continues to be a priority with new areas of work at a regional level. Moving forward I would like to build on previous work, with particular emphasis on ensuring we have a planned approach to pre decision scrutiny across all panels and the management committee.

This year has also seen the publication of new guidance for effective overview and scrutiny in local government. We will be holding a workshop at the end of September, facilitated by the Centre for Public Scrutiny, to look in detail at the guidance and see how it might support the development of scrutiny in Kirklees.

I look forward to updating Council during the year on key areas of scrutiny work.



A handwritten signature in black ink that reads "Liz Smaje". The signature is written in a cursive style and is positioned above the printed name.

**Chair of Scrutiny 2019/20**

Councillor Liz Smaje

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# Overview and Scrutiny Management Committee 2018/19

## Committee membership

Cllr Julie Stewart-Turner (Chair)  
Cllr Liz Smaje  
Cllr Gulfam Asif  
Cllr Cahal Burke  
Cllr Rob Walker

### Committee Work Programme:

- Approach to scrutiny work 2018/19
- Appointment and allocation of co-optees
- Re-establishment of ad hoc scrutiny panel
- Approval and monitoring of scrutiny work programme 2018/19
- Scrutiny communications
- Overview of Transformation Programme ( 2 meetings)
- Inclusion and diversity - Year 2 update
- Pre-scrutiny workshop - Cohesion and Integration Strategy
- Crime and disorder – refresh of Domestic Abuse Strategy (2 meetings)
- Panel lead member reports
- Leader of the Council priorities (2 meetings)
- Crime and disorder - Crime and Disorder Partnership Plan
- Draft 5 year flood risk management plan – Including update on community and member engagement
- Annual update against flood risk management action plan
- Play Strategy – progress progress
- Introduction to new approach to corporate performance
- Consultation on Kirklees Hackney Carriage and Private Hire Licensing Policy
- Update on cctv operation in Kirklees
- Regional working update
- Supporting and growing the community and voluntary sector



# Committee highlights

## Domestic Abuse

During 2018/19 as part of the statutory scrutiny of crime and disorder, the committee looked at the incidence rates for domestic abuse in Kirklees and how the council was working in partnership to address the issue. The committee welcomed some of the recent improvements in this area, including the work of Independent Domestic Violence Advocates in supporting victims through the court process.

The committee felt that the visibility of information in communities to be able to identify where to go for support had declined over recent years. It was therefore important that the quality of information that could be accessed on the council's website was easily accessible, with up to date information and advice.

The committee recommended that given the need for domestic abuse victims to be able to quickly identify where to go for support, the information on domestic abuse on the council's website should be updated and enhanced.

The committee also contributed to the development of a revised Domestic Abuse Strategy, which would focus on 5 priorities;

- partnership working
- preventing violence and abuse
- provision of services
- victim/ survivor support
- Pursuing perpetrators to reduce offending

The committee was concerned about an insufficiency of perpetrator programmes and the lack of clarity about funding for this area from the police and crime commissioner. The chair of the committee raised the issue at a scrutiny liaison meeting with the police and crime panel.

### Outcome:

The information on the council website has been updated and is clear about what domestic abuse is and where to go to report it or look for help. Scrutiny raised concerns directly with the police and crime panel about the lack of clarity about funding for perpetrator programmes.

## Inclusion and Diversity

In 2017/18 the committee had looked in detail at the refresh of the inclusion and diversity strategy and work to deliver the priorities within the action plan. The committee recommended a move to an outcome focussed action plan so the council can better demonstrate the progress that is being made.

In 2018/19 the committee looked at progress over the last 12 months which included establishing a baseline of internal information from which to measure progress. The year two plan had been developed in an outcome based, intelligence-led manner. There was an increase in external focus with priority areas including high impact work with vulnerable communities and high profile partnership activities such as a diversity award event. There was an ambitious set of actions for year 2 which the committee will measure progress against in the 2019/20 municipal year.

The committee welcomes that the council has become a full member of Inclusive Employers which was the UK's first membership organisation for employers looking to build inclusive workplaces and practices. The committee supported the council working with the organisation to achieve the new inclusive standard.

The committee also explored the role of the employee networks and commended the positive contributions made by some of the networks during 2018/19.

### Outcomes:

Following discussion with the committee an outcome focussed action plan has been introduced. The positive contribution of employee networks has been highlighted with a recommendation that more resources are targeted to ensure that all the employee networks are strengthened to achieve similar outcomes.

# Health and Adult Social Care Scrutiny Panel

## Panel membership

**Councillor Elizabeth Smaje** (Chair)  
**Councillor Nell Griffiths**  
**Councillor Fazila Loonat**  
**Councillor Alison Munro**  
**Councillor Habiban Zaman**  
**Councillor Gemma Wilson**  
**David Rigby** – voluntary co-optee  
**Peter Bradshaw** – voluntary co-optee  
**Lynne Keady** – voluntary co-optee

## Health and Adult Social Care Work Programme 2018/19

- Financial position of the Kirklees health and adult social care economy.
- Kirklees Health and Wellbeing Plan (STP) to include work emerging from the West Yorkshire and Harrogate Health and Care Partnership (WY&H HCP)
- Integration of health and adult social care
- CQC inspections - review progress
- Integrated Wellness Model
- Quality of care in Kirklees
- Suicide prevention - review progress
- Podiatry Services
- Mental health services transformation programme
- Interim changes to acute inpatient elderly medicine, cardiology and respiratory services provision at Calderdale and Huddersfield NHS Foundation Trust (CHFT).
- Wheelchair Services
- Adult Care offer consultation
- Kirklees Safeguarding Adults Board (KSAB) 2017/18 Annual Report
- Mental Health Rehabilitation and Recovery Services Transformation Project.
- Diabetes in Kirklees
- Transforming outpatient care
- Ambulatory care unit Dewsbury Hospital
- Foetal Alcohol Syndrome

# Panel highlights

## 1. Foetal Alcohol Syndrome and Foetal Alcohol Spectrum Disorder

The panel received a request by a member of the public to review the provision of support in Kirklees for children with Foetal Alcohol Syndrome (FAS) and Foetal Alcohol Spectrum Disorder (FASD).

At its January 2019 meeting the panel invited the member of public to attend the discussions on the issue which included input from local commissioners, Kirklees Council, the lead investigator of a UK and Ireland study of FAS and a retired paediatrician who had expertise in this area.

The member of the public presented a deputation to the panel which included a number of proposed solutions. The discussions were extremely constructive and resulted in a number of recommendations from the panel that included endorsing the solutions presented by the member of public.

A key outcome from the meeting was an agreement by the West Yorkshire and Harrogate Health and Care Partnership to establishing a regional protocol and diagnostic pathway for children with Foetal Alcohol Spectrum Disorder.

The issue has been carried forward for inclusion in the 2019/20 work programme to assess progress of the regional work.

### Outcome:

The discussion helped to raise awareness of the impact of drinking alcohol during pregnancy and resulted in an agreement to look at developing a regional protocol and diagnostic pathway for children with Foetal Alcohol Spectrum Disorder.

## Following the meeting the member of the public gave this feedback on their experience of Scrutiny

“

*As far as working with scrutiny for Kirklees is concerned we have nothing but praise, you communicated very effectively and set our expectations as well as I think you could, given that we'd not attended a council meeting before. Thank you and your team for all of your help, most appreciated. Thanks for stopping to speak to us outside as well.*

*The board were formal as would be expected, but proceedings were well managed, people seemed friendly and helpful. We would like to thank the members particularly for having taken the time to read the papers we sent, as there were quite a few, and asking appropriate and searching questions. It was nice to hear that members actually took an interest in the issue, some also stopped to speak to us outside which was also very gratifying.*

”

continues overleaf...

## 2. Kirklees Integrated Wellness Model

The Kirklees integrated wellness models aim to develop an integrated health improvement approach for adults; to help people build their capacity to maintain good health and be independent.

The wellness model has been a continuing area of work for the panel and at its meeting in September 2018 the panel received an update of the progress of the design and commission of the model.

The panel agreed a number of actions which included: a request to see the engagement plan for comment and to provide assurance that engagement was being carried out across the whole of Kirklees; and a request to receive information that would provide assurance that the model would focus on both physical and mental health.

At a meeting held in March 2019 the panel received a further update on the model design. The panel made a number of comments and recommendations that were aimed at ensuring there was greater input from service users; that there was a clear process for involving clients groups that did not normally engage with primary care or other health and social care bodies; and due to the level of contact that the Wellness Service would have with vulnerable people that the service included the police on its list of key partners.

The panel have agreed to continue monitoring the development of the wellness model during 2019/20.

### Outcomes:

The panel's feedback and recommendations helped to ensure that there was greater service user input into the development of the model design; increased focus on involving those client groups that can be overlooked during engagement exercises; and the inclusion of mental health as a key element of the model.

## 3. Ambulatory Care Unit Dewsbury Hospital

In 2018 the panel was made aware that the Ambulatory Emergency Care (AEC) Unit at Dewsbury District Hospital had closed and until further notice ambulatory care facilities would be provided on the Pinderfields Hospital site.

In October 2018 the panel met with representatives from Mid Yorkshire Hospitals NHS Trust (MYHT) who provided an update on the current position of the AEC unit.

The panel agreed that it should monitor closely the impact of the closure and in particular was keen to ensure there was an assessment of the capacity of the consolidated ambulatory care facility on the Pinderfields site and clarification on the timescales of the closure.

At a second meeting in February 2019 the panel heard that due to continuing workforce challenges the Trust was recommending that the centralised service model be maintained and indicated that the position was unlikely to be resolved in the short term.

As a result of these discussions the panel agreed that a more detailed scrutiny of AEC services was required and to approach Wakefield scrutiny committee to see if they wished to participate in the review of AEC Services.

Wakefield scrutiny has agreed to be involved in the review and this joint piece of work will commence early in the 2019/20 municipal year.

- **4. Mental Health Rehabilitation and Recovery Services Transformation Project**

The panel had two meetings during 2018/19 to look at the work that local commissioners were developing in transforming the provision of mental health rehabilitation and recovery services in Kirklees.

The key focus of these meetings was the engagement work that was being undertaken and at the initial meeting in July 2018 the panel made clear that it would wish to see evidence that engagement activity was robust and included a focus on engaging with service users across the whole of Kirklees and from different communities.

In December 2018 the panel was presented with the findings of the engagement activity and as a result of the discussions a number of actions were agreed with commissioners that included: a request to receive details on how key messages that had

emerged from the engagement would inform the proposed model; and for the panel to be provided with an opportunity to review the new proposed model and take a view on whether any elements of the model constituted a significant change to service.

This item of work has been carried forward for inclusion in the panel's 2019/20 work programme.

**Outcome:**

Local commissioners agreed to undertake more work on its engagement plan to ensure that more people across the whole of Kirklees and from different communities were provided with an opportunity to inform the development of a new model.



# Corporate Scrutiny Panel

| Panel membership  |
|---|
| <p><b>Councillor Gulfam Asif</b> (Chair)<br/><b>Councillor James Homewood</b><br/><b>Councillor Marielle O'Neill</b><br/><b>Councillor Hilary Richards</b><br/><b>Councillor John Taylor</b><br/><b>Councillor Will Simpson</b><br/><b>Philip Chaloner</b> – Voluntary co-optee<br/><b>Linda Summers</b> – Voluntary co-optee</p> |

## Panel work programme 2018/19

- Corporate Plan
- Libraries review
- Financial monitoring
- Transformation Programme – procurement ( 2 meetings and introduction to procurement workshop)
- Review of Medium Term Financial Plan including headline assumptions, financial resilience and budget risk
- People Strategy (staff development) ( 2 meetings)
- Cabinet member priorities and end of year update
- Finance end of year summary /start of next year monitoring plan; including link to corporate plans and service plans & budgets

## Panel highlights

### Corporate Plan

The panel had a pre decision discussion of the Corporate Plan for 2018-20 prior to it being submitted to council for approval on 11th July 2018. A constructive discussion took place with the panel noting the key shift in terms of emphasis and the 'We're Kirklees' approach.

### Financial Monitoring

This is an ongoing priority for the panel with a more robust approach to scrutiny of financial monitoring being developed.

A number of reports were submitted for consideration throughout the year:

- |            |   |
|------------|---|
| July –     | An Introduction to council finances workshop  |
| August –   | High level overview and approach to financial scrutiny  |
| October –  | Progress report in relation to the Medium Term Financial Plan   |
| November – | Quarter 2 financial monitoring report   |
| April -    | High level overview of quarter 3 financial monitoring report and other key financial management updates |

The panel will continue to focus on financial management in 2019/20.

The Service Director for Finance who has worked with the panel to develop more robust scrutiny of financial monitoring commented:

“

*Given the scale of broader financial challenges facing the council, my view is that corporate scrutiny panel has become much more confident and assured over the past 12 months in terms of a more critical eye and challenge to a range of key financial management information presented to it, including testing critical assumptions around reserves strategy, capital slippage, emerging and key pressures and risks. I see opportunities for Scrutiny going forward to continue to check and challenge officer approaches to managing the continuing impact of key financial challenges, especially around broader sectoral financial resilience/sustainability and the council's approach, and also related opportunities, such as with the forthcoming training around commercialisation, and scrutiny's subsequent role in helping shape the council's approach to this agenda.*

”

### **Outcomes**

The panel made a number of recommendations throughout the year to identify actions to contribute towards strong financial management of the authority these included :

- that the forecast process be reviewed in an attempt to set budgets accordingly and avoid high level overspends in areas where need has already become apparent.
- that the difference between the aspirational figures for housing growth within the Corporate Plan and those set out in the base line budget assumptions for council tax revenue, be clearly explained in narrative within the relevant documents;
- that the narrative relating to the review of the Waste Strategy within the corporate risk register be amended to clearly outline the potential risks to the organisation;
- that schemes relating to the development of the high street be developed in readiness for the distribution of the pot of money being made available by Government for “changes to local high streets”.
- that a future report include information in respect of the management of the capital plan in terms of re-profiling and the availability of resources and capacity to deliver its ambitions.

### **Transformation Programme/ Procurement**

Procurement was an important element for the panel's scrutiny in 2018/19; this included:

An introduction to the broader aims of the project which were to challenge and redefine how goods and services were procured, to ensure that all third party spend was necessary, to support local economic growth through local spend and to stimulate local social value and contribute to good growth.

An interactive procurement workshop, held on 1st March 2019, which proved very beneficial in increasing knowledge of the role and approach to procurement. As part of the workshop panel members found it helpful to talk to the category managers, to get a better understanding of operational issues.

At the April meeting an update was presented which included information on the implementation of the new operating model. The panel welcomed that the procurement team had been nominated for three UK national GO Awards.

In 2019/20 the panel hopes to receive training in respect of commercialisation and to contribute to the development of the Commercial Strategy.

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## Kirklees People Strategy

During the year the panel has looked at two areas of the People Strategy.

In October the focus was on the 'development' work stream followed in April by "health and wellbeing". The panel welcomed the change in emphasis for the work of the Employee Health Care Unit from a traditional, reactive approach to becoming a proactive targeted service. In practical terms this meant an emphasis on early intervention and

prevention; a focus on staff wellbeing rather than absence; and a holistic view of wellbeing including physical, mental and financial support.

The various changes introduced had achieved a steady fall in levels of sickness absence across the Council since their inception. The proactive work and positive results of the new approach were welcomed by the panel.

The Head of People Services, who was new to the council in 2018 said of her first experience at a scrutiny panel meeting:

“

*I have to admit that in advance of the meeting, I was fairly anxious as I am relatively new to the organisation and it was my first scrutiny panel, so I wasn't quite sure what to expect. My presentation to the panel lasted over an hour and I genuinely don't know where that time went! The panel were engaging, inquisitive and constructively challenging, posing some very thoughtful questions around the work I am leading on; they made some great observations and suggestions and I came away reflecting upon how we might engage better with members going forward when we are developing and implementing workforce strategies. A very helpful and positive experience!*

”

The panel has the 'attraction and retention' stream included within its work programme for consideration during 2019/20.

### Outcomes:

As a result of the discussion of the People Strategy it was recommended that Councillors be involved in the monthly recognition scheme for employees and able to put forward nominations.





# Economy & Neighbourhoods Scrutiny Panel

## Panel membership

**Councillor Rob Walker** (Chair)  
**Councillor Bill Armer**  
**Councillor Martyn Bolt**  
**Councillor Judith Hughes**  
**Councillor Richard Murgatroyd**  
**Councillor Harpreet Uppal**  
**Mark Mercer** – Voluntary co-optee  
**Andrew Bird** – Voluntary co-optee

## Work Programme 2018/19

- Kirklees Economic Strategy refresh
- - including social value, local wealth building, links to inclusive growth
- Housing Strategy
- Housing Allocations Policy
- Skills Strategy
- Green Paper – a New Deal for Social Housing consultation
- The recommendations of the Hackitt Review
- Town and communities
- Update on rough sleeping and severe weather emergency protocol
- Draft Greenspace Strategy
- Waste minimisation
- Draft Rough Sleeping and Homelessness Strategy
- Digital Strategy
- Air quality  
Local Lettings working group update
- Housing Strategy implementation

continues overleaf...

# Panel highlights

## Economic Strategy

The panel contributed to work being undertaken to refresh the Kirklees Economic Strategy (KES), considering the issue at 3 meetings during 2018/19. This included associated work in relation to social value, local wealth building and links with inclusive growth. One of the meetings included input from Tom Lloyd Goodwin from the Centre for Local Economic Strategies (CLES) which had provided support to the council in reviewing its social value policy, specifically in relation to procurement and spend.

The refreshed KES was approved by full council in March 2019. In 2019/20 the panel will retain a monitoring brief in terms of the progress made in respect of the strategy's priorities and has requested information on economic outcomes. It has also included an item on its work programme in relation to the strategic approach to inward investment.

## Towns and communities

The panel received an initial overview of the issues facing the district's town centres and the programmes in place to address those challenges, including a masterplan for Huddersfield town centre (now called the Huddersfield Blueprint). Further

to this, Members of the Panel visited Barnsley in January 2019 to hear about the Council's Town Centre Regeneration Strategy. The visit incorporated a walk around the town to see at first-hand the ongoing works which included a new purpose built market placed at the heart of the development.

Members observed that there were a number of differences between Barnsley and Kirklees which would affect the approach that could be taken in Kirklees. The panel agreed that the visit had both interesting and informative. Particular note was taken of some of the measures used to engage with wider stakeholders, including local people, in respect of the regeneration proposals.

The Panel intends to continue to assess proposals as they are developed and has stressed the importance of partnership working and effective engagement. It also wishes to give consideration to the wider context of other town centres and villages across Kirklees, including a focus on the key challenges and opportunities that could influence this agenda.



Sue Weston, Strategic Partnership Lead for Business and Skills commented:

“

*Scrutiny provided us with the opportunity to raise awareness of the digital agenda and sense-check the proposed direction of travel. It provoked an interesting debate; generating a number of suggestions that we have incorporated into the delivery plan before committing further resource in order to achieve the ambitions set out.*

”

### **Housing**

Various aspects of the housing agenda were scrutinised during 2018/19 including:

- In July 2018 the panel reviewed the draft Kirklees Housing Strategy and action plan 2018-23, which was subsequently adopted by full council in September 2018. Then in March 2019 they received a report in relation to the progress made against the 11 priorities set out in the year 1 action plan.
- In October a special meeting was arranged to contribute to the council's response to the Government's green paper; A New Deal for Social Housing which had arisen from the recommendations made by the Hackitt Review.
- The Panel considered the draft Kirklees preventing homelessness and rough sleeping strategy prior to it being submitted to Council for adoption on 17th July 2019 and looked at changes to the Severe Weather Emergency Protocol (SWEP). This work included undertaking a visit to Clare House in Huddersfield; a provider of supported accommodation for homeless people.

The panel will be expecting to be kept apprised of progress during 2019/20 and, in particular, has requested post implementation data in respect of rough sleepers and homelessness.

During 2018/19 the panel also gave consideration to the draft greenspace strategy in December 2018 and a draft digital plan in March 2019. It was also updated on the progress and approach being taken

in relation to the development of the council's 5 Year Air Quality Strategy and action plan and the Kirklees Learning and Skills Strategy.

### **Outcomes:**

Pre decision scrutiny has been embedded in the panel's work programme and enabled a cross party panel to influence and comment on strategic proposals at an early stage. This has included recommendations such as: strengthening the reference to developing and using digital capacity to build business, encourage entrepreneurship and retain wealth in the district, within the council's Digital Plan; and that statistics in relation to the uptake of the Severe Weather Emergency Protocol provision be included in the documentation to council when it considered the Homelessness and Rough Sleeping Strategy.

The panel has been able to get out and about and see aspects of service delivery at first hand, including getting views of service users and frontline staff.

Two members of the panel took part in a working group considering the Open Age Policy and Local Lettings Framework which resulted in recommendations in respect of the adoption of a revised and more streamlined 'sensitive lettings' approach and the designation of one-bedroomed bungalows.

# Children's Scrutiny Panel

## Panel membership

**Councillor Cahal Burke** (Lead Member)  
**Councillor Donna Bellamy**  
**Councillor Lisa Holmes**  
**Councillor Darren O'Donovan**  
**Councillor Sheikh Ullah**  
**Dale O'Neill** – Voluntary co-optee  
**Fatima Khan-Shah** - Voluntary co-optee

## Panel work programme 2018/19

- Elective home education update
- CAMHS Transformation Plan and autism waiting list
- Ongoing monitoring of the number of children in care
- The Virtual School
- Kirklees Annual Educational Quality and Standards Report 2017-18
- Schools as community hubs
- CSE, Safeguarding and Licensing
- Learning Support Strategy
- Early support partnership
- Outcomes of OFSTED monitoring visits
- Updates on the Children's Improvement Plan

## Panel highlights

### SENDACT report – the Parent's Perspective

During 2018 the panel considered the developments taking place within the Special Educational Needs and Disability Assessment and Commissioning Team (SENDACT). The Panel wanted to hear the views of families who regularly engage with the service, to understand their experience of the support available and the SEND practice and process. The Panel met with parents and carers on two occasions and used the information gathered to report back to the Service and the Cabinet portfolio holders. There were approximately 35 families that took part in the coffee morning style discussions with panel members.

The resulting report "SENDACT – the Parent's Perspective" had fourteen recommendations on issues ranging from communication and casework standards to the accessibility of information and advocacy support.

The scrutiny panel has also asked that the support group PCAN should be consulted to check if the changes made have been effective for families. The panel will continue to monitor the implementation of the agreed recommendations.

**Outcomes:**

**(1)** Scrutiny facilitated the views of carers and families using the SENDACT service to influence development work in the service.

**(2)** A positive example of pre decision scrutiny, where the informed views of scrutiny were able to influence service development.

**CSE and Contextual Safeguarding**

Members considered a joint presentation from senior officers from Children's Services, Licensing and West Yorkshire Police advising that due to emerging concerns for young people the approach to contextual safeguarding had been changes. This was to enable agencies to understand and respond to young people's experiences of significant harm beyond their families. The Director of Children's Services advised the panel that a response on the Dr Peel review was expected towards the end of April and assured the panel that scrutiny would be engaged as part of the work plan.

Members agreed that it was reassuring to see the joint work taking place to share good practice and requested that the panel be kept informed and engaged so that they could continue to contribute to the future work on CSE, safeguarding and licensing.

**Outcomes:**

Timely information to enable Scrutiny to understand and comment on the changes in approach. Improved engagement to ensure scrutiny is integrated into updates on key cse and safeguarding issues.

**Virtual School**

The Panel wanted a better understanding of the role of the virtual school in Kirklees, including the role of the Virtual School Head (VSH) and its statutory duties.

National guidance indicates that " looked-after and previously looked-after children start with the disadvantage of their pre-care experiences and, often, have special educational needs. VSHs have a key role to ensure these children have the maximum opportunity to reach their full educational potential."

The information provided to the panel included a number of anonymised case studies which enabled the panel to see the breadth of work that the VSH is involved in. The panel's recognised the positive and continuous improvements that are being made to achieve better educational outcomes for looked after children.

**Outcomes:**

An improved understanding of the virtual school. Through use of case studies, assurance that the statutory role of the VHS, working with other key partners, is resulting in better educational outcomes for looked after children in Kirklees.

**Looking forward to 2019/20**

The panel agreed that as well as considering reports on important issues relating to children, they want to continue to get out and about within Children's Services and arrange visits to a children's home, the Fostering Service and Duty and Advice Team. This will enable members to talk to staff and see for themselves how the service is delivered.

There are a number of areas where the panel continue to scrutinise progress including addressing OFSTED recommendations and work connected to the exploitation strategy, such as updates on sexual harm prevention orders and embedding the learning from the historic cases.

# Joint Health Scrutiny Committees' headlines

## 1. Calderdale and Kirklees Joint Health Scrutiny Committee

### **Kirklees Membership:**

Councillors Liz Smaje, Richard Eastwood, Julie Stewart-Turner, Carole Pattison

Following the Secretary of State's response and the Independent Reconfiguration Panel's (IRP) assessment report local NHS have been reviewing the proposals to address the concerns expressed by stakeholders and the issues highlighted in the IRP's recommendations

Local NHS has actively engaged with the jhsc while it has been developing an enhanced plan and discussions on this work took place at the jhsc meeting held in September 2018.

In December 2018 the Department of Health and Social Care (DHSC) confirmed that capital funding had been allocated to support implementation of the enhanced proposal. At the jhsc meeting held in February 2019 local NHS presented the progress report to the Secretary of State. This included a description of the enhanced proposed model of care and confirmation that approval of a Strategic Outline Case (SOC), Outline Business Case (OBC) and Full Business Case (FBC) by NHS Improvement, DHSC, Ministers and HM Treasury would be required.

At the February 2019 meeting the jhsc agreed an updated terms of reference (ToR) which included confirmation that it would review the revised proposals to include assessing its impact on patients and the public.

The jhsc will continue its work during 2019/20 which will include scoping out its plans for future meetings and activities.

## 2. West Yorkshire Joint Health Overview and Scrutiny Committee

### **Kirklees Membership:**

Councillors Liz Smaje and Judith Hughes.

The jhosc met 5 times during 2018/19 and covered a wide range of issues across the West Yorkshire and Harrogate footprint.

Specific areas that were considered included: changes to the arrangements of the West Yorkshire and Harrogate Health and Care Partnership (WY&H HCP) which was moving to an integrated care system in shadow form; an update on the specialist stroke care programme; the activity taking place to mitigate workforce risks; proposed changes to specialist vascular services for adults in West Yorkshire; an outline of the activity taking place across the partnership relating to mental health and urgent and emergency care programmes ; and the work being done by the partnership to drive delivery of the national cancer strategy.

During the year significant work has taken place in drafting new rules of procedure and terms of reference for the jhosc. It is hoped that they can be agreed by all constituent members during 2019/20.

### **Outcomes:**

As a consequence of the concerns regarding the regional workforce challenges the committee established a working party that will look in more detail at the West Yorkshire and Harrogate Health and Care Partnership Strategy on human resources. The outcomes and recommendations from this work will be presented to the partnership during the 2019/20 municipal year.

# Ad hoc panel headlines

## Panel membership

**Councillor Cahal Burke** (Lead Member)  
**Councillor Lisa Holmes**  
**Councillor Habiban Zaman**  
**Kimberley Stock** – Voluntary Scrutiny Co-optee (until end 2018)  
**Dale O'Neill** (from June 2019)  
**Councillor Andrew Marchington** (from June 2019)

The ad hoc scrutiny panel has been working to the following 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.
- Scrutinising elective home educated children's progression onto further education and employment and the outcomes achieved at Key Stage 4 & 5.

### **Work undertaken to date:**

The Ad Hoc Panel has met with a number of senior officers to explore the background and context to Elective Home Education (EHE) from both a national and a Kirklees Council perspective. The Panel has also taken evidence from C & K Careers who outlined the support on offer to EHE children in the equivalent KS4 cohort.

The panel was keen to hear the views of parents who have chosen to home educate their children and visits were made to talk to parents at drop-in events in September and December 2018. Parents highlighted the challenges facing home educators, the benefits they believed home education had for their children, the support that was currently available and how the local authority might be able to support home educators more effectively. The panel also spoke to those who had previously home educated about the educational and employment achievements of their children.

Since the ad-hoc panel commenced its work, new guidance has been published by the Government on 'Elective Home Education, Departmental Guidance for Local Authorities, April 2019' and the implications of this for Kirklees will be taken into consideration. As the final phase of work the panel will be gathering further evidence from adjoining local authorities in respect of their approach to EHE; meeting with the author of the website Ed-Yourself, and seeking input from Kirklees Head Teachers.

# Work programme for 2019/20

| <b>Overview and Scrutiny Management Committee</b>                                       |   |
|---|---|
| Crime and Disorder, including Domestic Abuse Strategy                                   | Corporate Plan refresh  |
| Flood risk management annual review of strategy and action plan                         | Regional working, including inclusive growth                                |
| Transformation Programme – overview of progress   | Place Based Working   |
| Overview of major consultations   | Update on progress of Council Working Parties                               |
| Panel Lead Member Reports   |   |
| <b>Children’s Panel</b>   |   |
| Special Educational Needs   | Exploitation Strategy   |
| Kirklees Safeguarding Children’s Board (KSCB)   | Early Support Partnership (Edge of Care)                                    |
| Elective Home Education   | Ofsted Inspection (Children’s Services)                                     |
| Learning Outcomes and the Learning Support Strategy                                     | Child and Adolescent Mental Health Services (CAMHS )<br>Transformation Plan |
| Number of children in care  | Performance Information (Children’s Services)                               |
| Visits to Copthorne Children’s Home; the Fostering Team; and the Duty & Advice service. |   |
| <b>Corporate Panel</b>  |   |
| Financial Monitoring  | Corporate Plan  |
| Libraries Review (to include Access to Services)  | Commercialisation Strategy  |
| People Strategy   | IT Strategy Development   |
| Leaving the EU preparations   | Land and Property Lettings Policy   |
| Organisational Communications Strategy  |   |
| <b>Economy And Neighbourhoods Panel</b>   |   |
| Economic Strategy   | Skills Strategy   |
| Towns and Communities in Kirklees   | Green Space Strategy  |
| Playable Spaces Strategy  | Digital Strategy  |
| Planning and Related Issues   | Waste Strategy  |
| Housing   | Economic Strategy   |
| Air Quality   | Housing   |
| Poverty Strategy  |   |
| <b>Health and Adult Social Care Panel</b>   |   |
| Financial position of the Kirklees Health and Adult Social Care Economy.                | Care Closer to Home   |
| Integration of Health and Adult Social Care   | Integrated Wellness Model   |
| Quality of Care in Kirklees   | Suicide Prevention  |
| Mental Health Rehabilitation and Recovery Services Transformation Project.              | Kirklees Safeguarding Adults Board (KSAB) 2018/19 Annual Report             |
| Mid Yorkshire Hospitals NHS Trust (MYHT) Ambulatory Emergency Care (AEC) Services       | Foetal Alcohol Spectrum Disorder (FASD) and Foetal Alcohol Syndrome (FAS).  |
| Transforming Outpatient Care at Calderdale and Huddersfield NHS Foundation Trust (CHFT) | Yorkshire Ambulance Service (YAS) Response Times                            |
| Primary Care Networks (PCNs)  | West Yorkshire and Harrogate Local Maternity Network                        |
| Kirklees Immunisation Programme   | Update on Winter Planning   |



# Frequently asked questions

Here are some brief answers to the most frequently asked questions about Overview & Scrutiny.

## What is Overview & Scrutiny?

Overview and Scrutiny acts as a check and balance on the Council's decision maker (the Cabinet) by holding it to account for its decision. Overview and Scrutiny aims to:

- Contribute to the development of strategic decisions before the Cabinet makes them
- Ensure Cabinet is accountable for the decisions it has made
- Improve the performance of the Council's services;
- Improve the performance of other public services for which the Council has responsibility or is a stakeholder in;
- Actively engage local people in scrutiny and promote issues which are of importance and of relevance to them.

## Who is involved?

Any councillor, other than those who hold a cabinet post, can take part in scrutiny work. Panels in Kirklees also include statutory and voluntary co-optees and are supported by officers of the Council's Democracy Service. Cabinet members, senior officers, representatives from partners and members of the public, are invited to attend scrutiny panels to contribute to discussions on items in the panels' work programme.

## Is scrutiny a party political activity?

Scrutiny is a key part of the political process; however it is not party political. The scrutiny committee and panel structure is made up of Councillors from across all the political groups.

Councillors aim to leave their party politics at the door and look objectively at issues, basing their findings on the information they have heard and received reports on.

## How do you choose what to scrutinise?

The councillors and voluntary co-optees decide which issues to prioritise, with the overview and scrutiny committee having overall responsibility for the scrutiny work programme. Carrying out effective scrutiny takes a lot of time, commitment and effort so it is simply not possible to look at every issue. When choosing issues, scrutiny will consider whether it is can make a real difference by looking at the issue (for example, whether recommendations could result in improved services).

## What can't Scrutiny look at and why?

Scrutiny is not appropriate for considering individual complaints. The panels also cannot investigate regulatory or 'quasi-judicial' decisions, such as planning or licensing decisions.

## How can the public get involved?

- Attend public meetings of the scrutiny committee or one of the scrutiny panels
- Suggest a topic for scrutiny
- Provide evidence at a panel or send us your views.
- Join a pool of people interested in being co-opted on to a panel when vacancies are advertised.
- 





A landscape photograph showing rolling hills and two tall radio towers on a distant ridge. The sky is a mix of orange and grey, suggesting a sunset or sunrise. In the foreground, a magnifying glass is positioned over the word "Scrutiny", which is written in a large, white, sans-serif font. The magnifying glass's lens is centered over the 'r' and 'u' of "Scrutiny".

# Scrutiny

# Team contact details

## **Contact the team at:**

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## **Lead officer details**

### **Overview & Scrutiny Management Committee Lead –**

Penny Bunker, Governance & Democratic Engagement Manager

### **Health and Adult Social Care Panel / Joint Health Scrutiny Committees**

Richard Dunne, Principal Governance & Democratic Engagement Officer

### **Children's Panel**

Helen Kilroy, Principal Governance & Democratic Engagement Officer

### **Economy and Neighbourhoods Panel**

Sheila Dykes, Principal Governance & Democratic Engagement Officer

### **Corporate Scrutiny Panel**

Sheila Dykes, Principal Governance & Democratic Engagement Officer

## COUNCIL MEETING

Wednesday 16 October 2019

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

|   |   |
|---|---|
| 1 | <p><b>Question by Councillor Armer to The Cabinet Member for Culture and Environment – Councillor Walker</b></p> <p>“The Huddersfield Daily Examiner online website of 9<sup>th</sup> October, under the headline ‘Council deny new playground plan is a u-turn on controversial scheme’, cites Cllr Walker as stating that ‘I am against the closure of any parks. These changes will only be introduced where residents want them’.</p> <p>Will Cllr Walker confirm to Council that these remarks apply to all Kirklees play areas within the Borough and mean that, in the absence of calls for change from local communities, the default Council position is “No Change” to current provisions?”</p> <p><b>The Cabinet Member to respond</b></p>                     |
| 2 | <p><b>Question by Councillor Armer to The Cabinet Member for Culture and Environment – Councillor Walker</b></p> <p>"In the context of Play Areas, it is the case that the Council is seeking to establish various Friends of... groups. Given that such groups are often small in number, what weight will be given to their views on the future of local Play Areas?"</p> <p><b>The Cabinet Member to respond</b></p>   |
| 3 | <p><b>Question by Councillor Armer to The Cabinet Member for Learning, Aspiration and Communities – Councillor Pattison</b></p> <p>"Please can you confirm the Council will fund free transport for all displaced pupils at ACS secondary who are forced to travel further afield to other schools outside Almondbury Ward until they leave secondary school at the end of year 11?"</p> <p><b>The Cabinet Member to respond</b></p>  |
| 4 | <p><b>Question by Councillor Watson to The Cabinet Member for Culture and Environment – Councillor Walker</b></p> <p>"Residents of High Flatts and surrounding areas have raised concerns with me about visitors to the Yummy Yorkshire Ice Cream Parlour and restaurant taking wrong turns and ending up down private roads and generally becoming lost around the village. This seems to be a particular problem for visitors coming from the North because the restaurant for them is actually past the village. Would it be possible to place a brown tourist information sign on one of the lamp posts on the approach to the village advising that there is still a mile (or thereabouts) to go to the restaurant?"</p> <p><b>The Cabinet Member to respond</b></p> |

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| 5 | <p><b>Question by Councillor Watson to The Cabinet Member for Culture and Environment – Councillor Walker</b></p> <p>"What process or procedures are in place to ensure the maintenance of road signs and road markings?"</p> <p><b>The Cabinet Member to respond</b></p>  |
| 6 | <p><b>Question by Councillor Watson to The Cabinet Member for Greener Kirklees – Councillor Mather</b></p> <p>"In April of this year I came across a pile of fly tipped rubbish on Broadstone Road at Birdsedge just before the junction with Birdsedge Lane. I took the time to have a good rummage through it and in amongst the rubbish were mortgage statements giving the name of an individual and a property address in Leeds. There were also credit card payment receipts from a supermarket in the same area of Leeds which showed part of the credit card number used for the purchases. Copies of the documents were passed on to the council.</p> <p>Could the Cabinet Member please let me know what explanation was given by the individual named on the mortgage statements as to how their personal documents came to be dumped amongst a pile of detritus in the lanes in rural Kirklees?"</p> <p><b>The Cabinet Member to respond</b></p> |
| 7 | <p><b>Question by Councillor Watson to The Cabinet Member for Culture and Environment – Councillor Walker</b></p> <p>"Last year I received a particularly damning email from a resident in Denby Dale Ward about the length of time between black bin collections over the Christmas break. Please could the Cabinet Member advise when the last black bin collection will be before Christmas for; Birdsedge, Upper Cumberworth, Lower Cumberworth, Denby Dale, Skelmanthorpe, Clayton West, Scisset, Upper Denby and Emley.</p> <p>Please also advise when the first black bin collections will be after Christmas for each of those villages."</p> <p><b>The Cabinet Member to respond</b></p>  |
| 8 | <p><b>Question by Councillor Cooper to The Deputy Leader of the Council – Councillor McBride</b></p> <p>"Will you be calling for West Yorkshire Combined Authority to withdraw the £100million of support it is providing for the expansion of Leeds Bradford Airport in light of the Climate Emergency that we and they have declared?"</p> <p><b>The Deputy Leader to respond</b></p>  |
| 9 | <p><b>Question by Councillor Cooper to The Deputy Leader of the Council – Councillor McBride</b></p> <p>"Have you considered using the provisions of the European Charter of Local Self-Government, that the UK as a signatory of, to get a better financial settlement</p>  |

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|    | <p>from the UK Government for Kirklees Council?”</p> <p><b>The Deputy Leader to respond</b></p>  |
| 10 | <p><b>Question by Councillor Cooper to The Cabinet Member for Culture and Environment – Councillor Walker</b></p> <p>"Can you confirm that the play area on Hall Cross Road will no longer have its swings, slides and roundabouts replaced with 'logs and rocks'?"</p> <p><b>The Cabinet Member to respond</b></p>  |
| 11 | <p><b>Question by Councillor Lukic to The Cabinet Member for Greener Kirklees – Councillor Mather</b></p> <p>"What plans does the Cabinet have to renovate and extend the CCTV system in Dewsbury Town Centre?"</p> <p><b>The Cabinet Member to respond</b></p>  |
| 12 | <p><b>Question by Councillor Lukic to The Cabinet Member for Housing and Democracy – Councillor Scott</b></p> <p>"We are agreed that changing to all-out local elections would probably release over £100,000 each year. Considering the expense, I do not believe there is a strong case to continue with electing by thirds. Will Cabinet support the change to all-out elections so that we can redirect these funds into vital services?"</p> <p><b>The Deputy Leader to respond</b></p> |
| 13 | <p><b>Question by Councillor McGuin to The Cabinet Member for Learning, Aspiration and Communities – Councillor Pattison</b></p> <p>"Has the Council identified where every child currently at Almondbury Community School will be placed when secondary provision ends at the school in 2020?"</p> <p><b>The Cabinet Member to respond</b></p>  |
| 14 | <p><b>Question by Councillor McGuin to The Cabinet Member for Learning, Aspiration and Communities – Councillor Pattison</b></p> <p>"What cost benefit analysis had been done to justify ending secondary provision at Almondbury Community School?"</p> <p><b>The Cabinet Member to respond</b></p>   |
| 15 | <p><b>Question by Councillor Iredale to The Cabinet Member for Housing and Democracy – Councillor Scott</b></p> <p>"Are there any plans to update the Council's automated switchboard service?"</p> <p><b>The Cabinet Member to respond</b></p>  |

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| 16 | <p><b>Question by Councillor P A Davies to The Cabinet Member for Culture and Environment – Councillor Walker</b></p> <p>“Do you agree that the decision to confiscate green bins was excessively punitive?”</p> <p><b>The Cabinet Member to respond</b></p>  |
| 17 | <p><b>Question by Councillor A Smith to The Deputy Leader of the Council – Councillor McBride</b></p> <p>“Could you provide an update on what is happening with the George Hotel?”</p> <p><b>The Deputy Leader to respond</b></p>   |
| 18 | <p><b>Question by Councillor A Smith to The Cabinet Member for Housing and Democracy – Councillor Scott</b></p> <p>“Could the Council confirm how many KNH multi-storey residential buildings do not have accessible entrances for disabled people?”</p> <p><b>The Cabinet Member to respond</b></p>  |
| 19 | <p><b>Question by Councillor Lawson to The Cabinet Member for Children’s Services – Councillor Kendrick</b></p> <p>“How many looked-after children are currently being taken through the EU Settlement Programme?”</p> <p><b>The Cabinet Member to respond</b></p>  |
| 20 | <p><b>Question by Councillor Marchington to The Cabinet Member for Health and Social Care – Councillor Khan</b></p> <p>“In light of the Chief Medical Officer’s warning recently that lives may be lost due to a shortage of medicines if the UK crashes out of the European Union without an agreement, is the Council confident that it can ensure the safety of patients across Kirklees?”</p> <p><b>The Cabinet Member to respond</b></p> |
| 21 | <p><b>Question by Councillor Burke to The Cabinet Member for Corporate Services – Councillor Turner</b></p> <p>“Does the Council have a programme for maintaining and refurbishing its libraries and, if so, how much does it allocate for its library maintenance programme each year?”</p> <p><b>The Cabinet Member to respond</b></p>  |
| 22 | <p><b>Question by Councillor Burke to The Cabinet Member for Housing and Democracy – Councillor Scott</b></p> <p>“Ward councillors receive information and advice from officers to enable them to carry out their duties, including their casework. Do you believe that the current</p>   |



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|  | <p>councillor casework arrangements and the existing system for sharing information for casework is working effectively?”</p> |
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**The Cabinet Member to respond**

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Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### CABINET

**Tuesday 16th July 2019**

Present: Councillor Shabir Pandor (Chair)  
Councillor Carole Pattison  
Councillor Rob Walker  
Councillor Viv Kendrick  
Councillor Musarrat Khan  
Councillor Naheed Mather  
Councillor Peter McBride  
Councillor Cathy Scott  
Councillor Graham Turner

Attendees: Councillor Bernard McGuin  
Councillor Andrew Cooper  
Councillor Alison Munro  
Councillor Elizabeth Smaje  
Councillor Mohan Sokhal

**32 Membership of the Committee**

All Cabinet Members were present.

**33 Interests**

No interests were declared.

**34 Admission of the Public**

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

**35 Deputations/Petitions**

Cabinet received a deputation from Mr Ken Shaw seeking support for a campaign to assist local business through the adjustment of business rates and the reform of the Insolvency Act 1986.

A response was provided by the Cabinet Member for Corporate Services.

Cabinet received deputations from Charly Matthews, Amy Bairstow, Neesha Ali and Peter Rock in respect of Agenda Item 8 at the consideration of that item. (Minute No. 39 refers).

**36 Public Question Time**

Cabinet received questions from Trish Jennings, David Whittingham, Michael Buck, David Burns, Tejinder Ajiz, Charleen Davies and Darren Bairstow in respect of Agenda Item 8 at the consideration of that item. (Minute No. 39 refers).

**37 Member Question Time**

Cabinet received questions from Councillors Cooper, McGuin and Munro in respect of Agenda Item 8 at the consideration of that item. (Minute No. 39 refers).

**38 2019/20 to 2023/24 Council Capital Plan - Proposed allocation of capital funding from the Directorate for Children's Learning & Early Support baseline sections of the Capital Plan**

Cabinet gave consideration to a report which provided an update on specific school based Special Educational Needs and Disability capital grants, identified to be funded from the Learning and Early Support Special Provision government grant baseline section of the Council's capital plan. The report sought approval for the allocation of further top-up SEND funding, and additionally, were asked to approve the allocation of capital required to fund new modular accommodation at Brambles Primary Academy and Hanging Heaton CE (VC) Junior and infant Schools from the 2019/2020 Learning and Early Support Basic Need baseline budget for New Pupil Places.

The report provided an overview of the special provision funding made available to support pupils with SEND and explained the progress of the schemes at Ravenshall School, Honley High School and Newsome High School, along with associated revised project costs.

**RESOLVED -**

- (1) That the additional capital grant being provided by the DfE for Special Provision projects, as detailed within paragraph 2.2 of the considered report, be noted.
- (2) That approval be given to the proposed capital allocations for projects at Ravenshall School, Newsome High School and Honley High School, as detailed in the considered report, which would be funded from the Learning and early Support Special Provision grant baseline section of the Capital Plan and that authorisation be given for the projects to be designed, procured and implemented within the overall programme budget of £1.794m.
- (3) That approval be given to capital allocations for modular projects at Brambles Primary Academy and Hanging Heaton CE (VC) Junior and Infant School, to be funded from the Learning and Early Support Basic Need Grant baseline section of the Capital Plan, enabling the specified projects to be implemented on site.
- (4) That approval be given to delegate powers, in accordance with Financial Procedure Rule 3.16, to the Service Director for Economy and Skills to manage the implementation of the works identified within the considered report within the respective agreed total programme budgets, including authority to transfer resources between schemes and within the overall programme budget to enable the successful delivery of the individual projects.

**39 Future options for Almondbury Community School - Final Decision Report**

Cabinet gave consideration to a report which set out the outcomes from representations received in response to the published statutory proposal to change the upper age range of Almondbury Community School, from 3 to 16 years, to 3 to 11 years.

## **Cabinet - 16 July 2019**

The report explained that, following the meeting of Cabinet on 29 May 2019, when a decision had been taken to publish the statutory notice and proposal, Cabinet were now asked to consider the outcome of the process and the Officer recommendation to give approval to changing the age range of the school. It was noted that, prior to this, a non-statutory consultation had been carried out, following authorisation at Cabinet on 19 March 2019, and the rationale for undertaking the non-statutory consultation were set out at paragraph 2.1 of the considered report.

Following the decision on 29 May, the report advised that a statutory notice was published on 7 June 2019, for a 4 week period, during which time 51 representations were received. The representations were set out at Appendix 9 of the report. Cabinet were advised that the Kirklees School Organisation Advisory Group had met on 5 July 2019 to consider the statutory process and to formulate advice for Cabinet and that the note of the meeting was attached at Appendix 5 to the considered report.

The report presented to Cabinet provided information regarding (i) the statutory process and (ii) information required to take a decision, which included detail regarding the rationale for the proposals, educational standards and diversity of provision, sufficiency of places, community cohesion, travel and accessibility and funding. It was noted, subject to approval, the proposal would be implemented from September 2020.

Cabinet noted the Officer recommendations, as set out within the report, which were to acknowledge the comments and objections received, note the outcomes and recommendations of the School Organisational Advisory Group, and approve a change to the age range of Almondbury Community School from age 3 to 16 years, to age 3 to 11 years. The report recommended that Cabinet approve the statutory proposal in order to support improving secondary provision for children in the Almondbury area.

### **RESOLVED -**

- (1) That the advice of the Kirklees School Organisation Advisory Group, being that the proposal is compliant and that the required statutory processes have been carried out, be noted, and that it be agreed that the decision regarding this proposal is taken within the statutory time period.
- (2) That it be acknowledged and confirmed that (i) the comments and objections received during the representation period and (ii) the relevant statutory guidance, have both been given full consideration as part of the decision making process.
- (3) That the outcomes and recommendations of the Kirklees School Organisation Advisory Group held on 5 July 2019 be noted.
- (4) That approval be given to the statutory proposal to change the age range of Almondbury Community School from 3 to 16 years to age 3 to 11 years, with effect from September 2020.

## **Cabinet - 16 July 2019**

- (5) That it be confirmed that the reasons for approving the statutory proposal are that the proposal would contribute to improving the secondary provision for all children in Almondbury.
- (6) That officers be instructed to support and work proactively with Almondbury Community School, local secondary schools and with families of pupils to finalise arrangements in order to ensure that effective transition plans are put in place to implement the proposals from 1st September 2020 whilst ensuring a safe and well planned transition without compromising standards and quality of provision.

Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### CABINET

**Tuesday 13th August 2019**

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

Observers: Councillor Paul Davies  
Councillor Paola Antonia Davies  
Councillor Bernard McGuin

Apologies: Councillor Carole Pattison  
Councillor Rob Walker

**40 Membership of the Committee**

Apologies for absence were received on behalf of Councillors Pattison and Walker.

**41 Minutes of previous meeting**

**RESOLVED** – That the minutes of the meetings of Cabinet held on the 29 May, 18 June and 16 July 2019 be approved as a correct record.

**42 Interests**

No interests were declared.

**43 Admission of the Public**

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

**44 Deputations/Petitions**

No deputations or petitions were received.

**45 Public Question Time**

No questions were asked.

**46 Member Question Time**

Cabinet received questions from Councillor McGuin in regards to Agenda Item 9, in relation to transition arrangements and the support mechanisms that would be put in place to assist affected families.

A response was provided by the Cabinet Member for Children's Services (Councillor Kendrick).

**47 Corporate Financial Monitoring Report; Quarter 1 2019-20**

Cabinet gave consideration to a report which set out financial monitoring information for General Fund Revenue, the Housing Revenue Account and Capital Plan, as at Quarter 1, 2019-2020.

The report advised that the General Fund controllable (net) revenue budget for 2019-2020 was £287.1m, and that the budget included planned (net) revenue savings in-year of £10.9m. The revised budget included a number of planned transfers from reserves during the year, with the most significant being £2.8m from the revenue grants reserve, which included £0.8m from the Public Health reserve.

Cabinet were advised that there was a forecast overspend of £2m against the revised budget, which equated to 0.7% and represented; (i) forecast delivery of £7.8m planned savings against the target of £10.9m, equivalent to 72% (ii) proposed transfer and roll forward of unbudgeted forecast in-year high needs pressure of £4.2m through the dedicated Schools Grant funding account and (iii) forecast £1.1m net underspends elsewhere. The report advised action would be taken to manage the overspend and deliver an overall balanced position for 2019-2020. Key variances were detailed at Appendix 4 of the considered report.

The report set out further detail relating to Children and Families, Adults and Health and Economy and Infrastructure Service budgets.

In regards to the Housing Revenue Account, Cabinet were advised of a revenue outturn at Quarter 1 at a surplus of £0.9m against an annual turnover budget of £92m in 2019-2020, equivalent to 1%, and that forecast reserves at 31 March 2020 were £61.2m, net of set asides for business risks and investment needs and a minimum working balance.

**RESOLVED -**

- (1) That in regards to the General Fund; (i) approval be given to roll forward the £4.2m High Needs overspend through the Dedicated Schools Grant mechanism (ii) the 2019-2020 forecast revenue overspend of £2m as at Quarter 1, net of (i) above, be noted (iii) the expectation for Strategic Directors to work to identify opportunities for spending plans to be collectively brought back in line within the Council's overall budget by year end be noted (iv) the Forecast year end position on corporate reserves and balances be noted and (v) regular monitoring and review of corporate reserves in 2019-2020 be reported to Cabinet as part of the quarterly financial monitoring cycle.
- (2) That in regards to the Collection Fund; (i) the forecast position on the Collection Fund as at quarter 1 be noted and (ii) that approval be given to the allocation of the Leeds City Region Pool surplus against schemes as detailed at para 1.7 of the considered report.
- (3) That the Quarter 1 forecast Housing Revenue Account surplus at £0.9m and forecast year-end reserves position of £61.2m be noted.



- (4) That in regards to Capital; (i) the Quarter 1 forecast capital monitoring position for 2019-2020 be noted (ii) a more detailed review of the in-year capital forecast for Quarter 2, including recommendations for scheme re-profiling across years be submitted to Cabinet and (iii) approval be given to the capital expenditure for Kirklees Stadium Development Limited, as detailed at para 1.9.7 of the considered report.

**48 Outcome of Call-in review meeting into the Cabinet - Decision in relation to Future Options for Almondbury Community School**

Cabinet received a verbal overview, presented by Panel Member Councillor Paul Davies, which outlined the Panel's focus and considerations, and the rationale for the decision that was reached. It was noted that, whilst the Panel determined that the decision be freed for implementation, a number of learning points were also identified, including communication and engagement with parents and the community. Councillor Davies advised that the Panel had been satisfied that there would be sufficient capacity, and that all relevant factors were taken into consideration, including the Local Plan. The Panel had also concluded that all relevant financial information had been considered and that the statutory notice had been published correctly.

Cabinet noted the decision of the Panel and that the decision be freed for implementation, giving consideration to the learning points identified. It was also noted that progress reports on the next steps of the process be submitted to the Panel so that continuity can be monitored.

**RESOLVED -**

- (1) That the outcome of the Call-In Review (Children's Scrutiny Panel), held on 7 August 2019, be received and noted.
- (2) That it be noted that, pursuant to (i) above, the determination of the Panel was that the decision of Cabinet on 16 July 2019 be freed for implementation, but that learning points relating to capacity, openness and lawfulness were highlighted.
- (3) That it be noted that regular updates on Almondbury Community School will be considered by Children's Scrutiny Panel.

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Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### CABINET

**Tuesday 10th September 2019**

Present: Councillor Shabir Pandor (Chair)  
Councillor Viv Kendrick  
Councillor Musarrat Khan  
Councillor Naheed Mather  
Councillor Carole Pattison  
Councillor Graham Turner  
Councillor Rob Walker

Observers: Councillor Mohan Sokhal

Apologies: Councillor Peter McBride  
Councillor Cathy Scott

**49 Membership of Cabinet**

Apologies for absence were received on behalf of Councillors McBride and Scott.

**50 Interests**

No interests were declared.

**51 Admission of the Public**

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

**52 Deputations/Petitions**

No deputations or petitions were received.

**53 Public Question Time**

No questions were asked.

**54 Member Question Time**

No questions were asked.

**55 Dewsbury Town Centre Grant Scheme**

Cabinet received a report which sought approval to develop a grant scheme for the improvement of shop fronts, bring vacant space back into use within Dewsbury Town Centre Conservation Area and to consider enforcement measures to facilitate the same objectives.

Cabinet welcomed the initiatives outlined and the investment in infrastructure, which would in turn reinvigorate the economy of the area.

**RESOLVED** – That Cabinet approved:-

(1) That resources of £1.25m be approved to support the establishment and operation of a grant scheme as generally described in the report.

## Cabinet - 10 September 2019

Reasons: Regeneration of Dewsbury Town Centre.

- (2) Approved that the funds to be taken from the capital plan allocation for Dewsbury Town centre in the approved Capital Plan 2019-22.

Reasons: Effective financial management.

- (3) That the Strategic Director for Economy and Infrastructure be authorised to set up and implement a grant scheme, as described in the report, for the award of third party grants to owners of properties for the purposes of the improving shop fronts and/or for the purposes of securing sustainable uses of empty property, where appropriate.

Reasons: Effective delivery of a new grant scheme.

- (4) That the Strategic Director for Economy and Infrastructure be authorised to enter into discussions with Future High Street Fund, the National Lottery Grants for Heritage Fund, Architectural Heritage Fund and Historic England to secure possible funding for the scheme and in consultation with the Lead Portfolio Holder for the Economy accept any grant offers.

Reasons: Achieving more impact and effectiveness.

### 56 Domestic Abuse Strategy 2019-21

Cabinet received a report which provided an update on the development of the new Kirklees Domestic Abuse Strategy 2019-21 and sought approval for the Strategy and plans for a formal launch on 30 September 2019.

Cabinet noted that the Strategy focused on a preventative approach, with the aim of eradicating domestic abuse in order to stop it happening in the first place. Four hundred thousand pounds of non-recurrent funding had been contributed to the sustainability of the strategy and other sources of funding would be sourced for future years.

The role of the Council as an employer was also highlighted and it was intended that the Domestic Abuse Strategic Partnership would work closely with HR colleagues to create a specific policy for staff who may be experiencing domestic abuse, either as victims or perpetrators.

The Strategy was welcomed, as was the consultation process and partnership working outlined.

**RESOLVED** – That Cabinet:-

- (1) Noted the progress of work undertaken to develop the new strategy;
- (2) Approved the strategy and the planned launch; and
- (3) Approved the proposed funding allocation as part of the review of infrastructure and commissioning arrangements.

Contact Officer: Jenny Bryce-Chan

## KIRKLEES COUNCIL

### APPEALS PANEL

**Thursday 1st August 2019**

Present: Councillor Nosheen Dad (Chair)  
Councillor Christine Iredale  
Councillor Aleks Lukic

**1 Minutes of Previous Meeting**

The minutes of the meeting held on 2 February 2019 were approved as a correct record.

**2 Interests**

No Interests were declared.

**3 Exclusion of the Public**

Determined.

**4 School Transport appeal (FB)**

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

**RESOLVED** - That the appeal be dismissed.

**5 School Transport appeal (PF & JF)**

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

**RESOLVED** – That the appeal be dismissed.

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Contact Officer: Jenny Bryce-Chan

## KIRKLEES COUNCIL

### APPEALS PANEL

**Thursday 15th August 2019**

Present: Councillor Nosheen Dad (Chair)  
Councillor Christine Iredale  
Councillor Aleks Lukic

**1 Minutes of Previous Meeting**

That the minutes of the meeting held on the 1 August 2019 be approved as a correct record.

**2 Interests**

No interests were declared.

**3 Exclusion of the Public**

Determined.

**4 School Transport appeal (EM)**

This report is recommended for consideration in private because the information contained in it is exempt information within Paragraph 1 of part 1 to schedule 12A of the Local Government Act 1972 as amended by the Local Government (access to Information) variation order 2006. It is considered the report contains information relating to any individual. The public interest in maintaining the exemption outweighs the public interest in disclosure of the information in terms of accountability, transparency and openness in council decision making.

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

**RESOLVED** – That the appeal be dismissed.

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Contact Officer: Jenny Bryce-Chan

## KIRKLEES COUNCIL

### APPEALS PANEL

Thursday 19th September 2019

Present: Councillor Nosheen Dad (Chair)  
Councillor Bernard McGuin  
Councillor Aleks Lukic

**1 Interests**

No interests were declared.

**2 Exclusion of the Public**

**RESOLVED** – that acting under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act, as specifically stated in the undermentioned Minute.

**3 School Transport appeal (MS)**

This report is recommended for consideration in private because the information contained in it is exempt information within Paragraph 1 of part 1 to schedule 12A of the Local Government Act 1972 as amended by the Local Government (access to Information) variation order 2006. It is considered the report contains information relating to any individual. The public interest in maintaining the exemption outweighs the public interest in disclosure of the information in terms of accountability, transparency and openness in council decision making.

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

**RESOLVED** – that the pass be awarded for the 2019/20 school year.

**4 School Transport appeal (FRH)**

This report is recommended for consideration in private because the information contained in it is exempt information within Paragraph 1 of part 1 to schedule 12A of the Local Government Act 1972 as amended by the Local Government (access to Information) variation order 2006. It is considered the report contains information relating to any individual. The public interest in maintaining the exemption outweighs the public interest in disclosure of the information in terms of accountability, transparency and openness in council decision making.

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

**RESOLVED** – that the appeal be upheld.

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Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Friday 5th July 2019

Present: Councillor Will Simpson (Chair)  
Councillor Kath Pinnock  
Councillor Steve Hall  
Councillor John Taylor  
Councillor Paola Antonia Davies  
Councillor Susan Lee-Richards

Observers: Councillor Elizabeth Smaje  
Councillor Paul Davies

Apologies: Councillor Martyn Bolt

**1 Membership of the Committee**

Apologies for absence were received on behalf of Councillor Bolt.

**2 Minutes of Previous Meeting**

Approved as a correct record.

**3 Interests**

No interests were declared.

**4 Admission of the Public**

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

**5 Deputations/Petitions**

None received.

**6 Public Question Time**

No questions were asked.

**7 Bad Debts Write Off**

The Committee received a report which set out detail of written off debt during the 2018-2019 financial year. The report advised that, overall, a total of £5.99m of debt had been written off, which was equivalent to 1.31% of debt raised, and an increase of the equivalent percentage last year, which was 1.4%.

The Committee were advised that the write offs for Adult Social Care debt related to the collection and recovery of adult social care charges and that the write-offs within Finance and Transactional Services mainly related to housing benefit overpayment recovery.

## **Corporate Governance and Audit Committee - 5 July 2019**

In terms of the Housing Revenue Account, the Committee were advised that the write off figure of £0.78m included approximately £0.72m for former tenant liable costs which would be covered by set aside bad debt provision.

A summary of the schedule of debts written off during the past 12 month period, including an analysis of the reasons for write-off, was set out at Appendix A of the considered report. It was noted that, whilst the debt had been written off, the debt would continue to be pursued if there was a change in terms of the prospect for recovery.

**RESOLVED** - That the 2018-2019 bad debts write off information be received and noted.

### **8 Financial Management Code of Practice**

The Committee received a report which highlighted the scope and principles underpinning the CIPFA Financial Management Code Consultation Version, which had been designed to support good practice in financial managements to assist local authorities in demonstrating financial sustainability. It was noted that the consultation had run for a 6 week period, during March and April 2019, and that the final version was expected to be implemented from April 2020, which would require local authorities to demonstrate long term financial sustainability of capital expenditure and associated borrowing.

The report advised that each local authority would have a duty to ensure that the requirements of the Code were being satisfied and be able to demonstrate compliance. The Committee noted that an initial self-assessment of compliance would be submitted to the meeting of the Committee on 13 September 2019 for consideration by Members, and would subsequently form part of the Annual Governance Statement self-assessment process.

**RESOLVED** - That the CIPFA Financial Management Code (Consultation Version) be received and noted and that the proposals for self-assessment of compliance with the Code be endorsed.

### **9 Update on Council's final accounts for 2018/19.**

The Committee received a report which provided an update on the final accounts and audit processes for 2018/2019. The report advised that (i) the Council's draft accounts had been signed on 30 May 2019, in line with the revised closedown requirements (ii) the six week public inspection period for the draft accounts had commenced and would expire on 12 July 2019 and (iii) the audit of the 2018/2019 Statement of Accounts had now been completed.

The report also advised of one outstanding objection, raised on 14 July 2017, which related to the lawfulness of three of the Council's Private Finance Initiative Schemes, and was hoped to be resolved by 26 July 2019.

Discussion took place in regard to the Statement of Accounts and the comprehensive income and expenditure statement as appended to the report, which set out detail of the accounting cost in the year of providing services in accordance with generally accepted accounting principles, rather than the amount to be funded

## **Corporate Governance and Audit Committee - 5 July 2019**

from taxation. The Committee also received the balance sheet, which illustrated the Council's assets and liabilities at the end of year.

**RESOLVED** - That the update of the Council's final accounts for 2018/2019 be received and noted.

### **10 Informing the Audit Risk Assessment**

The Committee received a report which set out details of a statement of risk, which the Council had been asked to complete at the request of External Auditor, Grant Thornton. The document, 'Informing the Audit Risk Assessment', which was appended to the considered report, related to matters including financial reporting and internal control, fraud risk assessment, the impact of laws and regulations and ongoing concern considerations.

The Committee were advised that the information and responses would be used by External Audit when providing their opinion on the Audited Statement of Accounts and Annual Governance Statement which would be presented to the Committee on 26 July 2019.

**RESOLVED** - That the risk assessment document, 'Informing the Audit Risk Assessment' for Kirklees Metropolitan Council' be endorsed and approved for submission to Grant Thornton External Audit.

### **11 A Revised Employee Relations Framework**

The Committee received a report which provided an update on revisions to the Council's Employee Relations Framework and sought approval for the deletion of Employee Relations Sub-Committee.

The Committee were advised that a review of the effectiveness of the previous framework had been undertaken and that the outcomes had highlighted that the framework was too complex and lacked clarity with regards to consultation, negotiation and decision making. Consequently, the revised framework had been developed jointly between People's Services, trade union representatives and the Cabinet Portfolio Holder and was based upon a standard model which is used across a range of other local authorities.

The report advised that the new framework, which was attached at Appendix 2 of the considered report, was modern and transparent, provided clarity regarding arrangements for engagement with trade unions at a local, directorate and corporate level and aimed to create a process of inclusion and collaborative working with trade unions. It was noted that, as a result of the framework, there was no longer a requirement for Employee Relations Sub Committee to remain constituted and the Committee were therefore asked to support the deletion of the Committee.

**RESOLVED** - That the revised Employee Relations Framework be endorsed and that a report be submitted to Council on 17 July 2019 recommending a constitutional amendment to delete Employee Relations Sub Committee.

### **12 Members Allowance Independent Review Panel - Locality Lead Role**

The Committee received a report which sought approval for the submission of the recommendation of the Members Allowance Independent Review Panel in respect

## **Corporate Governance and Audit Committee - 5 July 2019**

of the remuneration for Locality Lead Role to be submitted to Council on 17 July 2019.

The Committee were advised that the Independent Panel had reviewed the role profile and associated responsibilities and had agreed to recommend a remuneration at Band D, equating to £5,007, and that this would be subject to review in November 2019 in recognition that it is a new and developing role.

In considering the proposal, the Committee were of the view that that they would wish to be provided with further information regarding the responsibilities of the role before making a decision as to submit the recommendation to Council. It was requested that a revised and updated role profile, and further information regarding clarification of the role, be presented to a scheduled meeting of the Committee.

**RESOLVED** - That the consideration of the recommendation of the Members Allowances Independent Review Panel (MAIRP) be deferred to a future meeting of the Committee to request the submission of more information to provide clarity on the job description for the role of Locality Lead.

Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### CORPORATE GOVERNANCE AND AUDIT COMMITTEE

**Friday 26th July 2019**

Present: Councillor Will Simpson (Chair)  
Councillor Kath Pinnock  
Councillor Steve Hall  
Councillor John Taylor  
Councillor Paola Antonia Davies  
Councillor Susan Lee-Richards

Ex-Officio Members: Councillor Elizabeth Smaje, Chair of Overview & Scrutiny Committee  
Councillor Paul Davies, Chair of Standards Committee

**1 Membership of the Committee**

There were no substitutions of Membership.

**2 Interests**

No interests were declared.

**3 Admission of the Public**

It was noted that Agenda Item 10 would be considered in private session. (Minute No. 10 refers).

**4 Deputations/Petitions**

No deputations or petitions were received.

**5 Public Question Time**

No questions were received.

**6 External Audit Report**

The Committee received the draft External Audit Finding Report, for year end 31 March 2019, as submitted by Grant Thornton. The Committee were advised that the audit process was almost complete, subject to a final review and that assurances from the Pension Fund Auditor relating to the McCloud Judgement which had been awaited, had now been received. The report set out the summary of findings arising from the audit process and advised that two adjustments to the financial statements had been identified. The Committee noted that the first adjustment was an increase of £23.016m to the Council's net pension liability, resultant from the McCloud judgement and that this had been incorporated into the draft financial statements presented. The second adjustment was the reversal of an overstatement of £8.16m of both Income and expenditure relating to returns on investment properties in the Comprehensive Income and Expenditure Statement; net nil impact on Net Expenditure. The relevant accounting adjustments required were highlighted and

## Corporate Governance and Audit Committee - 26 July 2019

would be incorporated accordingly by the 31 July deadline. It was noted that the audit report opinion from the External Auditor was anticipated to be unqualified.

The Committee were also provided with information regarding Value for Money arrangements, and it was noted that, as the Ofsted report following a recent inspection of Children's Services would not be available until August 2019, the Audit had not been able to complete planned audit procedure and therefore intended to delay the issue of the VFM conclusion, which would be dealt with through the issuing of a supplementary updated Audit report incorporating the VFM conclusion.

It was noted that PFI schemes were considered to be an identified risk in the audit plan and that the Auditor acknowledged that this risk had been addressed during 2018/2019. The Committee were also advised of the following; (i) a prior year adjustment relating to an identified actuarial error in the 2017/2018 accounts resultant from the transfer of pension fund assets to KNH, which had resulted in the pension fund asset for the Council/Group Account being overstated by approximately £66m, (ii) comparisons of key assumptions regarding net pension liability (iii) an overview of non-audit services and associated fees and (iv) potential adjustments to the audit fee to be discussed with relevant Council officers (subject to subsequent approval by PSAA) and (v) the letter of representation for year end March 2019.

In considering the report the Committee noted that the audit process was substantially complete, that the Auditor intended to issue an unqualified opinion on the 2018/19 Council financial statements by the statutory 31 July deadline, and that a further updated report would be issued to the Committee in due course incorporating the auditor's VFM conclusion for 2018/19, informed by the Ofsted judgement.

**RESOLVED** - That the External Audit Findings Report, for Year end March 2019, be received and noted.

### **7 Approval of Final Accounts 2018-19**

The Committee received a report which sought approval of the Council's final accounts and audit processes for 2018/2019, the Statement of Accounts for 2018/2019 and the final version of the Annual Governance Statement. The report advised that the draft accounts had been signed off by the Council's s151 officer on 30 May 2019, within the statutory deadline of 31 May, and that no queries or objections had been received during the subsequent six week public inspection period. The Committee were advised that one of the two original objections raised during the 2016/2017 public inspection period had now been resolved by the Council's former auditor, KPMG, and that the remaining objection was likely to be resolved imminently, following which the formal audit certificates for both 2016/2017 and 2017/2018 could be issued by KPMG, prior to Grant Thornton issuing the 2018/19 audit certificate.

The Committee were advised that the draft Annual Governance Statement, as approved at the meeting of the Committee on 20 April 2019 had now been updated and an amended version, as signed off by the Leader of the Council and the Chief Executive, was included within the considered report. A copy of the Letter of



## Corporate Governance and Audit Committee - 26 July 2019

Representation, which the auditor seeks from the Section 151 Officer and Committee Chair, to confirm that the Committee has considered this matter, and the comments in the Annual Governance Statement (AGS), was provided at Appendix B to the report.

The Committee noted the content of the report and conveyed thanks to the Finance Officers for finalising the accounts in accordance within the relevant statutory deadlines. It was noted that some of the wording in the AGS relating to progress made on MTFP delivery needed updating to reflect the outturn position for 2018/19 and it was agreed that the relevant wording in the AGS would be amended accordingly. It was also agreed that any subsequent reporting back to the Committee on progress on previous external auditor recommendations relating to SAP security and user controls (as referred to within the AGS) would include clearly identified milestones for delivery, where appropriate.

### **RESOLVED -**

- (1) That the 2018/2019 Statement of Accounts, incorporating the Annual Governance Statement as attached at Appendix A to the considered report, be approved and that the Chair be authorised to certify the Statement of Responsibilities, as set out within the report.
- (2) That the Letter of Representation, as attached at Appendix B to the considered report, be signed by the Chair, on behalf of the Committee.

### **8 Quarterly Report of Internal Audit 2019/20 - Quarter 1**

The Committee received the Internal Audit Quarterly Report, Quarter 1, which set out an overview of internal audit activity in the first quarter of 2019/2020.

The report provided feedback on 21 formal opinion based pieces of work and 6 other tasks. It was noted that, overall 71% of the work had a positive outcome, which was lower than the 80% target rate. Information regarding the investigations and work undertaken were detailed within the exempt appendix.

**RESOLVED -** That the Internal Audit Quarterly Report 2019/2020 (Quarter 1) be received and noted.

### **9 Exclusion of the Public**

**RESOLVED –** That acting under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act, as specifically stated in the undermentioned Minute.

### **10 Quarterly Report of Internal Audit 2019/20 - Quarter 1**

(Exempt information within Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information)(Variation) Order 2006, namely that the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption, which would protect the interests of the Council and the company concerned, outweighs the public

## **Corporate Governance and Audit Committee - 26 July 2019**

interest in disclosing the information and providing greater openness in the Council's decision making.)

The Committee received the Internal Audit Quarterly Report, Quarter 1, which set out an overview of internal audit activity in the third quarter of 2019/2020.

The Committee also received an update on the progress and implementation of an action plan following an audit of Bereavement Services.

**RESOLVED** - That the Internal Audit Quarterly Report 2019/2020 (Quarter 1) be received and noted.

Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### CORPORATE GOVERNANCE AND AUDIT COMMITTEE

**Friday 9th August 2019**

Present: Councillor Will Simpson (Chair)  
Councillor Steve Hall  
Councillor John Taylor  
Councillor Paola Antonia Davies  
Councillor Susan Lee-Richards  
Councillor Andrew Marchington

Ex-Officio Members Councillor Elizabeth Smaje

Observers: Councillor Mohan Sokhal

Apologies: Councillor Kath Pinnock  
Councillor Paul Davies (ex-Officio)

**1 Membership of the Committee**

Councillor Marchington substituted for Councillor K Pinnock.

**2 Interests**

No interests were declared.

**3 Minutes of Previous Meeting - 5 July 2019**

**RESOLVED** – That the Minutes of the Meeting held on 5 July 2019 be approved as a correct record.

**4 Admission of the Public**

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

**5 Deputations/Petitions**

No deputations or petitions were received.

**6 Public Question Time**

No questions were asked.

**7 Report of the Members Allowances Independent Review Panel (MAIRP)**

The Committee received the report of the Members Allowances Independent Review Panel (MAIRP), following its meeting on 5 July 2019 to consider (i) the adoption of a Parental Leave Policy for Councillors and (ii) the Special Responsibility Allowance paid to the Place Partnerships Lead Role. The committee received a presentation regarding place based working and the role of a place partnership lead member.

## **Corporate Governance and Audit Committee - 9 August 2019**

The Committee were advised of the considerations which the Panel had taken into account in formulating their recommendations and that it was proposed (i) that the Members Allowances Scheme be amended to include a Special Responsibility Allowance for the Place Partnerships Lead Councillor Role at Band D (£5,009) and (ii) that a Parental Leave Policy be adopted.

Discussion took place with regards to the role of elected councillors within place based working, the skills and responsibilities to be demonstrated by the place partnership lead member, and governance and accountability issues regarding placed based working. The Committee supported the approach proposed and asked questions regarding the relevant cabinet portfolio responsibility, the sharing of intelligence with and engagement of ward councillors and the determination of ward level priorities.

It was noted that the Panel proposed to hear evidence from the Place Partnership Lead Members when it next meets in November 2019 in order to review what has been achieved so far and to give consideration to reviewing the allowance, if appropriate.

In regards to the adoption of Parental Leave Policy, the Committee welcomed the adoption of the proposed policy and endorsed its submission to Council.

### **RESOLVED –**

- (1) That the report and recommendations of the Members Allowances Independent Review Panel be received and noted.
- (2) That a report be submitted to Council with the recommendation that approval be given to adopting the changes proposed to (i) the Allowances Scheme in respect of the Place Partnerships Lead Councillor Role and (ii) the Parental Leave Policy.

Contact Officer: Helen Kilroy

## KIRKLEES COUNCIL

### CORPORATE PARENTING BOARD

**Wednesday 19th June 2019**

- Present: Councillor Viv Kendrick (Chair)  
Gill Addy  
Christine Bennett  
Tom Brailsford  
Steve Comb  
Martin Green  
Charlotte Jackson  
Mel Meggs  
Melanie Tiernan  
Janet Tolley
- In attendance: Sarah Johal, One Adoption (West Yorkshire)
- Observers: Lucy Kirby, Fostering Advisor, Kirklees Council
- Apologies: Julie Bragg  
Keith Fielding  
Barry Lockwood  
Ophelia Rix  
Councillor Andrew Marchington

#### **1 Membership of the Board/Apologies**

The Chair welcomed everyone to the meeting and apologies had been received from Ophelia Rix, Barry Lockwood, Keith Fielding, Julie Bragg and Cllr Andrew Marchington.

The Board was informed that the Chair of the Children's Scrutiny Panel, ex-officio Member on the Board, would be Cllr Andrew Marchington for the 2019/20 municipal year but as this change had been made since Council AGM in May 2019, it had to be approved by Council on the 17th July 2019.

The Board agreed to amend the Membership of the Board to include the Interim Head of Service for Safeguarding and Quality Assurance (Children) and to amend the Head of Safeguarding and Quality Assurance to Principal Social Worker. The Board noted that the Membership on the Terms of Reference would be updated to reflect these changes.

The Board noted that Martin Green, who represented the Chair of Governors, would be leaving the Council and agreed that enquiries should be made as to whether the new Chair of Governors should attend future Board meetings.

#### **RESOLVED –**

- (1) The Chair welcomed everyone to the meeting and apologies had been received from Cllr Marchington, Ophelia Rix, Barry Lockwood, Keith Fielding and Julie Bragg.

## Corporate Parenting Board - 19 June 2019

(2) The Board agreed to amend the Membership of the Board to include the Interim Head of Service for Safeguarding and Quality Assurance (Children) and to amend the Head of Safeguarding and Quality Assurance to Principal Social Worker. The Board noted that the Terms of Reference would be updated to reflect these changes.

(3) The Board noted that Martin Green, who represents the Chair of Governors, would be leaving the Council and agreed that enquiries should be made as to whether the new Chair of Governors should attend future Board meetings.

### **2 Interests**

No interests were declared.

### **3 Admission of the Public**

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

### **4 Deputations/Petitions**

No deputations or petitions.

### **5 One Adoption West Yorkshire Annual Report**

The Board considered an Annual Report from One Adoption West Yorkshire and welcomed Sarah Johal from One Adoption to the meeting.

Sarah Johal presented the report and highlighted the following key points:-

- Between April 2018 and March 2019, 229 children had a plan for adoption ratified by the 5 West Yorkshire local authorities Agency Decision Makers which was a 16% increase on last year's full year figure of 191 children;
- In Kirklees, there were currently 24 children with a plan for adoption agreed;
- 125 children currently in assessment for adoption;
- One Adoption had started a campaign regarding black and ethnic minority children to meet the needs of those children with complex levels of diversity, there will be a big emphasis on this area within the next 12 months;
- Time in care before being placed with adoptive families was reducing;
- There was a national shortage of adoptive families and in particular for sibling groups and those children with complex needs;
- Between April 2018 and March 2019, 37 children from Kirklees were matched with families at adoption panels which was an increase from 27 last year;
- In March 2019, One Adoption West Yorkshire won the 2018 Local Government Chronicles Award for working across public to public partnerships;
- One Adoption introduced peer mentoring services for peer mentors in Kirklees and 16 families had benefited from this service.

Sarah Johal advised the Board that an animation had been produced by adopted teenagers giving important key messages to social workers, teachers and adoptive parents about what had and had not helped the adopted teenagers throughout their childhood into adulthood as adopted people. The Board agreed to view the animation at the next meeting of the Corporate Parenting Board.

## Corporate Parenting Board - 19 June 2019

Colleen Kenworthy advised the Board that a group of teenagers in foster care wanted to set up a Youth Group and the Board noted that this meant that teenagers could get support from peers in similar circumstances.

The Board acknowledged the good work of the One Adoption Panels.

Sarah Johal advised the Board that funding for the one adoption panels had been extended to the end of March 2020 and that One Adoption West Yorkshire were looking at funding beyond March 2020 and how it could be sustained in future years.

Janet Tolley advised the Board that there was a project running which was led by the Education Psychologist team in 8 schools in Kirklees to do some whole school attachment awareness training as part of the national Timpson Project. The Board was informed that this project was funded from pupil premium plus and would support all young people, with a particular focus on young people currently in care, and those who had been previously in care.

Andy Quinlan advised that there were support groups in place for Special Guardians and that they had access to the fostering support fund. Sarah Johal also confirmed that there was support to Special Guardians through Grandparents Plus.

Tom Brailsford advised the Board that he was in discussions with One Adoption regarding the level of health and wellbeing support available for looked after children.

The Board was informed that arrangements were being put into place for staff from One Adoption to be co-located within Kirklees to work alongside staff from the Children's service and that it was likely the move would take place in August 2019.

### **RESOLVED –**

- (1) The Board noted the Annual Report from One Adoption West Yorkshire and thanked Sarah Johal from One Adoption for her contributions.
- (2) The Board agreed that an animation by adoptive teenagers giving important key messages to social workers, teachers and adoptive parents about what had and had not helped the adopted teenagers throughout their childhood into adulthood as adopted people, should be shown at the next meeting of the Corporate Parenting Board.

## **6 Ofsted and Improvement Board update**

The Board considered a verbal update on key issues from Ofsted and the Improvement Board, presented by Steve Comb, Head of Corporate Parenting.

Steve Comb advised the Board that there had been no further Ofsted Inspections at Children's Homes since the last meeting of the Board in April.

The Board noted that a full Ofsted Inspection of Children's Services was currently underway.

**RESOLVED** - The Board noted the update on Ofsted and Improvement Board and thanked Steve Comb for his contributions.

**7 Children's Performance Highlight Report (April 2019)**

The Board considered an update giving key highlights on Performance Monitoring data for the Children's Service in April 2019, presented by Steve Comb, Head of Corporate Parenting (Sufficiency), Gill Addy (Designated Nurse for Looked after Children) and Janet Tolley (Virtual School Head Teacher).

Sanna Mahmood, Care Leavers Advocate, advised the Board that it had been really helpful having substance misuse nurses in the No 11 drop-in facility and the Board agreed that they should also visit the new drop-in facility in Dewsbury, which would open sometime in September 2019.

The Board was informed that there had been a slight dip in the number of care leavers in education, employment and training and Julie Bragg advised that following some intensive work in this area, numbers had recently increased slightly. The Board agreed to consider a future report giving an update on Educational Employment and Training and what was underway with local businesses.

The Board was informed that when events took place within Children's Homes, Ofsted were informed.

Sanna Mahmood raised a query regarding the financial authorisation levels of Personal Advisors and asked whether they could be given financial authority to sign for items such as food parcels or financial assistance on behalf of care leavers. The Board agreed that delegated authority for Personal Advisors to approve expenditure on behalf of care leavers needed to be reviewed. The Care Leavers Advocate agreed to liaise with the Heads of Corporate Parenting regarding this matter.

**RESOLVED -**

- (1) The Board noted the Children's Performance Highlight Report (April 2019) and thanked Steve Comb, Janet Tolley and Gill Addy for their contributions.
- (2) The Board agreed that arrangements should be made for Substance Misuse nurses from Change Grow Live to visit the new drop-in facility in Dewsbury.
- (3) That a future report be considered by the Board giving an update on Educational Employment and Training, to include an update on the work underway with local businesses.
- (4) The Board agreed that delegated authority for Personal Advisors to approve expenditure on behalf of looked after children, needed to be reviewed. The Care Leavers Advocate agreed to liaise with the Heads of Corporate Parenting regarding this matter.

**8 Overview of number of children in Care**

The Board considered an overview of the number of children in care (snapshot) including age profile presented by Steve Comb, Head of Corporate Parenting (Sufficiency).

In response to a question from the Board relating to whether Members could be assured that children leaving care was the right decision, Steve Comb advised that



## Corporate Parenting Board - 19 June 2019

statutory reviews and monitoring was undertaken once children and young people returned home after leaving care. The Board was also informed that Social Workers had to present their cases to a Board to request that a child or young person should leave care and the Board would make a decision on whether the child could be returned home and this was also overseen by the courts in some cases.

The Board agreed to consider a future report on sufficiency of foster placements living outside the area, to include subset data showing the residual number of children on placement living outside the area.

Colleen Kenworthy raised the issue of support required for foster carers of birth children and agreed to liaise direct with the Head of Corporate Parenting (Sufficiency).

### **RESOLVED –**

- (1) The Board noted the report on Number and age of Children in Care and thanked Steve Comb for his contributions.
- (2) That the Board consider a future report on sufficiency of foster placements living outside the area, to include subset data showing the residual number of children on placement living outside the area.
- (3) That the representative from the Kirklees Fostering Network would liaise with the Head of Corporate Parenting (Sufficiency) to discuss the issues in relation to the support needed for foster carers of birth children.

## **9 Summary of Educational outcome analysis for children and young people in care from 2018**

The Board considered a report giving a summary of the educational outcomes analysis for children and young people in care from 2018 presented by Janet Tolley, Virtual School Head Teacher.

Janet Tolley confirmed that the data covered the period 31st March 2017 to 31st March 2018.

Sanna Mahmood advised the Board that a number of Council run courses could be accessed by young people at the No 11 drop-in facility, eg food hygiene.

The Board discussed concerns relating to the number of secondary school moves taking place for looked after children due to care placement changes and agreed to consider a future report outlining what action was being taken to reduce these school moves.

The Board agreed to consider the draft Head Teacher's report in December 2019.

The Board agreed to consider the wider Learning Strategy at a future meeting, with particular focus on looked after children.

### **RESOLVED -**

- (1) The Board noted the report giving a summary of the educational outcomes analysis for children and young people in care from 2018 and thanked Janet Tolley for her contributions.

- (2) The Board agreed to consider a future report showing the number of secondary school moves for looked after children, together with the number of placement moves and an update on what action was being taken to reduce the number of moves that take place.
- (3) That the Board consider the draft Head Teachers report in December 2019.
- (4) That the Board consider the Learning Strategy at a future meeting, with particular focus on looked after children.

**10 Statement of Purpose for Fostering Service (Annual)**

The Board considered an Annual Report on the Statement of Purpose for the Fostering Service presented by Andy Quinlan, Service Manager (Fostering) and Lucy Kirby, Fostering Advisor.

The Board was informed that each Local Authority must have a Statement of Purpose (SOP) for the Fostering Service. Andy Quinlan explained that there was a version of the Fostering Service SOP which had been developed with children for children and when finalised, this would be sent to children who had been fostered.

The Board was informed that all Managers within the Fostering Team were now permanent and that they would help to drive the service forward.

The Board noted and agreed the following:-

- That the Statement of Purpose Fostering Service brochure be circulated to Board Members for information;
- That the Young Persons draft version of the Fostering Service Statement of Purpose be circulated to Board Members for comment;
- To receive details of future Foster Carer Recruitment events;
- That Foster Carers should have access to a wide range of services and that Benefit Advisors, CAMHS representatives and employment agencies should attend future recruitment events to provide advice to current and new Foster Carers;
- That Foster Carers should have access to the employee health care services, including advice on immunisations for carers and family members;
- That events be arranged for existing foster carers to raise awareness of what support was available;
- There had been a 30% increase in enquiries regarding fostering since this quarter last year.

Sanna Mahmood advised the Board that her story of her experiences of being in care had been in the Yorkshire post and that the article had been nominated for the Examiner Community Award. The Board congratulated Sanna Mahmood on getting her degree which was a First in Health and Community Development. Sanna Mahmood thanked Kirklees for giving her the work placement.

Colleen Kenworthy raised concerns relating to when foster carers could no longer support a young person at the age of 18 and that it could be detrimental to their future. The Board agreed that more support should be given to staying put carers.

## Corporate Parenting Board - 19 June 2019

The Board agreed to consider a future report on the impact of staying put on foster carers, to include learning from what was being carried out in other local authorities.

The Board noted that every care leaver now had access to the KAL card and that the Council would shortly be providing free bus passes for care leavers. The Board was informed that arrangements were being finalised to provide free driving lessons for care leavers.

### **RESOLVED -**

- (1) The Board noted the Annual report on the Statement of Purpose for the Fostering Service and thanked Andy Quinlan for his contributions.
- (2) That the Statement of Purpose Fostering Service brochure be circulated to Board Members for information.
- (3) That the Young Persons draft version of the Fostering Service Statement of Purpose be circulated to Board Members for comment.
- (4) The Board agreed to receive details of future Foster Carer Recruitment events.
- (5) The Board agreed that Foster Carers should have access to a wide range of services and that Benefit Advisors, CAMHS representatives and employment agencies should attend future recruitment events to provide advice to current and new Foster Carers.
- (6) That Foster Carers should have access to the employee health care services, including advice on immunisations for carers and family members.
- (7) That events be arranged for existing foster carers to raise awareness of what support was available.
- (8) That the Board consider a future report on the impact of Staying Put on foster carers, to include learning from what was being done in other local authorities.

### **11 Corporate Parenting Board - Areas for Board Members to Champion and Corporate Parenting Board Agenda Plan 2019/20**

The Board considered areas for Board Members to champion and the agenda plan for the 2019/20 municipal year.

The Board Members agreed to sign interact with other services and partners to challenge the role of the Council as a Corporate Parent and report back to the Board, as follows:-

- Planning – Cllr John Lawson
- Preventative work – Family and Conference Team – Cllr John Lawson
- Cabinet Members – Cllr Viv Kendrick to speak to Cabinet colleagues
- Accommodation for all young people as well as care leavers – Cllr Karen Allison
- Criminal Justice System (Youth Offending Team) – Cllr Richard Smith

## Corporate Parenting Board - 19 June 2019

- Leaving Care – Sanna Mahmood
- Social work teams, management Styles and health and wellbeing – Sanna Mahmood
- Fostering and Adoption and sustainability of recruitment – Cllr Fazila Loonat
- Health and Wellbeing of looked after children and foster carers – Colleen Kenworthy
- KAL – Tom Brailsford and Colleen Kenworthy
- Drop-in facilities for looked after children – Janet Tolley

### **RESOLVED –**

- (1) The Board Members agreed to interact with other services on a number of key areas to challenge the role of the Corporate Parent and voice of the child and report back to future Board meetings on progress and findings.
- (2) The Board noted that interaction with services could be in the form of a formal meeting with the service or partner, a telephone conversation or email exchange.
- (3) The Board agreed that key contact points for the respective areas to be focused on should be circulated to Members of the Board for information.
- (4) The Board noted the Agenda Plan for the 2019/20 municipal year.

## **12 Updates from Board Members on interaction with Services**

The Board considered verbal updates from Board Members on interaction with Services.

The Chair of the Board, Cllr Kendrick, gave a summary of events, visits and meetings she had recently attended, as follows:-

- 9th May – Grandparents+ Event
- 14th May – Foster Carers Awards
- 21st May – Foster Carers Recruitment Event
- 24th May – Youth Summit
- 6th June – Kirklees Fostering Network Coffee Morning – Mirfield and phone interview with Ofsted Chief Inspector
- 7th June – Yorkshire and Humberside Children’s Lead Member Network
- 10th June – CSE Briefing for Councillors with Dr Mark Peel
- 11th June – 50 things to do before you are 5 – Launch Batley Town Hall
- 12th June – Kirklees Safeguarding Children’s Board Board
- 13th June – Short Breaks Engagement Event with parents and carers

### **RESOLVED –**

- (1) The Board noted the updates from Board Members on interaction with services.
- (2) The Board agreed that this item be considered earlier on the agenda in future.

## **13 Dates of Future Meetings**

The Board noted the dates of the Board meetings in the 2019/20 municipal year.

## Corporate Parenting Board - 19 June 2019

**RESOLVED** - The Board noted the dates of meetings in the 2019/20 municipal year:-

- 28th August 2019, 10 am
- 23rd October 2019, 10 am
- 13th December 2019, 10 am
- 10th February 2020, 10 am
- 9th April 2020, 10 am

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Contact Officer: Jenny Bryce-Chan

## **KIRKLEES COUNCIL**

### **HEALTH AND WELLBEING BOARD**

**Thursday 13th June 2019**

- Present:**
- Councillor Viv Kendrick (Chair)
  - Councillor Carole Pattison
  - Councillor Mark Thompson
  - Dr David Kelly
  - Carol McKenna
  - Dr Steve Ollerton
  - Richard Parry
  - Karen Jackson
  - Helen Hunter
- In attendance:**
- Jill Greenfield, Head of Integrated Local Partnerships
  - Helen Gilchrist, Development Officer
  - Sharron McMahon, Health Improvement Practitioner
  - Alexia Gray, Service Manager, Domestic Abuse and Safeguarding Partnership
  - Emily Parry-Harries, Consultant in Public Health
  - Stefan Serban, Specialty Registrar in Dental Public Health
  - Catherine Wormstone, Head of Primary Care Strategy and Commissioning
  - Alan Turner, Programme Manager, Primary Care Networks
  - Ian Holmes, Director
  - Rachael Loftus, Head of Regional Health Partnerships
  - Phil Longworth, Senior Manager, Integrated Support
  - Jenny Bryce-Chan, Principal Governance Officer
- Observers:**
- Councillor Habiban Zaman – Chair of Health and Adults Social Care Scrutiny Panel
  - Lisa Williams, Calderdale and Huddersfield NHS Trust
  - Matt England – Mid Yorkshire Hospital Trust
  - Tim Breedon – South West Yorkshire NHS Foundation Trust
  - Diane McKerracher, Chair Locala
  - Stacy Appleyard, Health Watch Kirklees

#### **1 Membership of the Board/Apologies**

Apologies were received from the following Board members: Cllr Musarrat Khan, Cllr Kath Pinnock, Rachel Spencer-Henshall, Jacqui Gedman, Kathryn Giles and Mel Meggs

## Health and Wellbeing Board - 13 June 2019

Emily Parry-Harries attended as sub for Rachel Spencer-Henshall.

Fatima Khan-Shah, has resigned from the position as lay member for Greater Huddersfield and North Kirklees CCGs. Appointment of a new lay member will take place shortly.

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

**RESOLVED** - That the minutes of the meeting held on the 28 March 2019 be approved as a correct record.

### 3 **Interests**

**RESOLVED** - No interests were declared.

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

**RESOLVED** - That all agenda items be considered in public session.

### 5 **Deputations/Petitions**

**RESOLVED** - No deputations or petitions received.

### 6 **Public Question Time**

**RESOLVED** - No questions were asked.

### 7 **Appointment of Deputy Chair**

**RESOLVED** - That Dr David Kelly be appointed Deputy Chair of the Health and Wellbeing Board for the 2019/20 municipal year.

### 8 **Loneliness Strategy for Kirklees**

The Board received a report which outlined progress on the development of an integrated partnership strategy, and action plan on loneliness in Kirklees.

The Board was informed that there is growing evidence that links loneliness to an increased risk of heart disease, stroke, depression, low self-esteem, sleep problems an increased stress response in addition to a number of other conditions. National research indicates that loneliness fluctuates across the life course with different needs at different ages and is unique to an individual's circumstances, identity, personality and personal resilience.

The Board was informed that while there is a great deal of evidence with regard to the effects of loneliness on older people, there is less evidence around the stigma of loneliness on children and young people however, things are starting to emerge with regard to children.

A short clip developed by Community Plus was played which showed a personal story.

The Board was advised that in developing the strategy, the aim is to take a strong partnership approach to addressing the mental and physical impact of loneliness. There are approximately 39 partners around the table, including the Jo Cox Foundation, the Council, the CCGs and other statutory partners and the voluntary



and community sector. However there is still some work to do to continue to make meaningful connections.

The Board was asked to consider and feedback on what it considered to be essential to making a good strategic partnership. Responses included:

- Engaging with people using accessible language
- Primary Care Networks will provide a real opportunity
- A person's story is very powerful and an important way to have a conversation

The Kirklees Health and Wellbeing Plan prioritises community connection aiming to increase the proportion of people who feel connected to their communities. The most sustained relationships are the informal relationships and creating local communities that supports people not to be isolated.

There are four main goals outlined in the loneliness vision:

- Making tackling loneliness everyone's business
- Making the most of existing assets to tackle loneliness
- Understanding the experiences and appropriate responses for different groups and communities
- Fostering personalised approaches for those that need extra support to overcome barriers to developing meaningful connections

The Board raised concerns with regard to care leavers in Kirklees who can often be housed in areas where they lose personal contacts and become isolated. Concerns were also raised about young and middle aged men who have a higher rate of suicide.

The Board was informed that in recognition of the relationship between loneliness and mental health, mental health strategy work has been identified as a key component of the Mental Health Concordat and suicide prevention. There are also links to Public Health's work on Suicide Prevention and looking at men's mental health.

**RESOLVED** - That the Board acknowledges the work that has been carried out to date and endorses the recommendations and approach outlined in the report.

**9 Domestic Abuse Strategy**

The Board received a presentation on the Kirklees Domestic Abuse Strategy 2019/21 and its associated priorities.

The Board was informed that domestic abuse is a complex social problem that can have a major human and financial impact on children, adults, families and communities. It affects people from all backgrounds and the damage caused to health and wellbeing can often last throughout the person's life. In addition to the disruption caused by domestic abuse to individuals and families, there are also significant costs associated with addressing domestic abuse across all agencies, therefore a strong partnership response is required to be able to address it.

## Health and Wellbeing Board - 13 June 2019

Since 2015-2018, some of the work that has progressed over the last three years included:-

- Securing funding arrangements every year to allow continuation of the Independent Domestic Violence Advisor (IDVA) contract and Multi Agency Risk Assessment Conference (MARAC) post
- Substantially increasing the training offer across the partnerships
- Since Operation Encompass was rolled out in 2018, 117 primary schools and 23 high schools have received notifications of children who were present/witnessed domestic abuse within the previous 24 hours
- Through working collaborative at West Yorkshire level, the region has accessed £1m funding over 3 years for accommodation based support for victims with complex needs

The Board was informed that the Domestic Abuse Strategy 2019/21, will directly link to the vision outlined in the Kirklees Health and Wellbeing Strategy. The Domestic Abuse Strategic Partnership is governed by the Kirklees Communities Board which includes the statutory and voluntary sector. In developing the strategy, the aim is to move it away from just the victim to developing a whole picture approach. The intention of adopting this approach is to increase awareness raising about domestic abuse in order to give people the courage and knowledge to challenge it.

The 'whole picture approach' represents a shift in emphasis to tackling the issue. This style of approach is championed by the SafeLives organisation which Kirklees has adopted. The four key features are:

- The whole person
- The whole family
- The whole community
- The whole society

Reducing the prevalence of domestic abuse is a key priority for Kirklees and the main group established to lead on implementing the Domestic Abuse Strategy is the Domestic Abuse Strategic Partnership (DASP). The DASP is a multi-agency group of representatives from all relevant agencies and is committed to addressing the impact of domestic abuse in Kirklees.

**RESOLVED** - That the Board supports the Domestic Abuse Strategy 2019/20 and welcomes further progress updates

### 10 **Opportunities for Oral Health improvement**

The Board received a presentation on the work being undertaken on the oral health needs assessment of the local population and opportunities to improve oral health.

The Board was informed that local authorities have a statutory responsibility for oral health which includes securing the provision of oral health improvement programmes. Good oral health is an integral component of general health and wellbeing and the Oral Health Strategy is in line with Kirklees Joint Strategic Assessment (KJSA). The aim is to capture good practices for oral health

improvement and provide a baseline evaluation of the oral health of the local population in a regional and national context.

Information was presented which highlighted the need to improve access to dental services. In addition, work needs to be undertaken to improve communication around prevention and encouraging stakeholders to give a consistent message around the prevention.

The Board enquired whether there was any scope to introduce dental services in schools. Questions were also raised with regard to the different demographics and whether different communities were being targeted.

The Board was informed that it will require a whole system approach and partnership with NHS England to resolve some of these issues, which includes reducing sugar consumption amongst children and young people.

Oral health advice provided to parents at all core 0-19, in line with Public Health England guidance includes:

- Breast feeding
- Diet and nutrition
- Importance of regular dental check-ups
- Importance of early introduction of effective brushing of teeth with fluoride toothpaste

To achieve improvements in oral health, the aim is to set up a joint 'Oral Health Advisory Group' (OHAG) between Kirklees and Calderdale Council, which will report to the Health and Wellbeing Board of each council. The joint OHAG will have separate action plans which are in line with the specific priorities and ways of working of the two councils. The OHAG will include representation from schools and Locala. Opportunities for working together will enable the integration of oral health in all policies, training of the workforce in the latest evidence based information and system leadership.

**RESOLVED** - That the Board endorses and supports the development of the joint Oral Health Advisory Group

**11 Development of the West Yorkshire and Harrogate 5 Year Plan Strategy for Health and Care**

The Board received an update on the development of the West Yorkshire and Harrogate 5-year strategy for health and care. The Board was reminded that in February 2018, the West Yorkshire and Harrogate Health and Care Partnership published 'Our Next Steps to Better Health and Care for Everyone'.

The document described some early successes that had been achieved by working together in partnership, particularly in relation to the 15 programmes of work that passed the subsidiarity test for things that needed to be worked on jointly at the West Yorkshire and Harrogate level. A lot of work has been undertaken and it is time for a refresh.

## Health and Wellbeing Board - 13 June 2019

In January 2019, the NHS Long Term Plan was published and it includes the commitment that every Integrated Care System in the country will develop a new 5 year strategy for health and care.

As a partnership it has been agreed that the approach will continue to be, to develop a strategy that relates to the local area, which will then be checked against national requirements. The final deadline for submission will be October 2019.

The Board was informed that the development of the 5-year strategy will ensure that efforts and resources are being put in the right place. Work will be undertaken to review and revise the existing programme and there are proposals to develop two new priority areas:-

- Children, Young People and Families
- Improving Population Health

The Board was asked for its view on the high level approach and whether the right priorities were being considered. The Board commented that there are children and young people who are carers for parents and siblings, many who are not visible and it was important that they are identified and provided with support.

The Board further commented that while it was content with the efforts of the Health and Care Partnership, the Integrated Care System has struggled to provide a Kirklees view and it was important to continue to look at what the local priorities are. It was also vital to take stock at Integrated Commissioning Board, the Integrated Provider Board and the Health and Wellbeing Board.

**RESOLVED** - That the Board will:

- (a) Input views and ideas into the overall development of the 5 year strategy for Health and Care in West Yorkshire and Harrogate
- (b) Contribute specific feedback to the development of the 2 new programmes

### **12 Kirklees Primary Care Network registration and development Update**

The Board received an update on the development and registration process of Primary Care Networks in Kirklees. Primary Care Networks (PCNs) are a vital part of the vision for health and social care as set out in the Kirklees Health and Wellbeing Plan. They represent a change in the way health and care is provided to the population. GP practices, community services, social care and others will be expected to work together.

The Board was informed that by the 15 May 2019, each of the nine network had submitted the required information which included, names of the member practices, a map clearly marking the agreed network area and the named accountable Clinical Director.

The new contract framework marks a big change to General Practice and will be essential to deliver the ambitions set out in the NHS Long Term Plan. The contract increases investment and more certainty around funding and looks to reduce

pressure and stabilise general practice. It will ensure general practice plays a leading role in every PCN.

The Board enquired what engagement activity had taken place and in response was advised that, stakeholders had been included in the configuration of PCN's from the outset and both CCGs had engaged extensively with the public/patients around primary care services and community care service. While it is important to continue to have the conversations in Kirklees, it will play out differently across the different areas of Kirklees.

Work is nearly complete to develop data packs with much more granular information. The data packs should be ready in approximately 6/8 weeks.

**RESOLVED** - That the Board will:

- (a) Receive the update on the development of the Primary Care Networks in Kirklees
- (b) Note the importance of the GP contract reform
- (c) Consider and discuss the implications, next steps and challenges of the Primary Care Networks

**13 West Yorkshire and Harrogate Health and Care Partnership Transformation Funding**

The Board was informed that one of the benefits of being an Integrated Care System (ICS) is that transformation money is available which has to be spent on specific things. In 2018/19, the ICS received non-recurrent funding from NHS England/Improvement to support transformation and change. This comprised two main elements:

- Hypothecated, national transformation funding to support specific national priority areas (£8.5m)
- Flexible national transformation (£8.75m)

The primary purpose of these resources is to support the transformation priorities of the West Yorkshire and Harrogate Partnership. The prioritisation of the flexible transformation funding was undertaken collectively by all partner organisations.

Since the report was drafted the ICS has revised the proposed allocations across programmes to include £0.4 million to support the children's work programme.

**RESOLVED** - That the Board will:

- (a) Endorse the principles and proposed approach to the development of Kirklees Place Based proposals for the use of flexible transformation funding in 2019/20
- (b) Agree to the Chair signing off the Kirklees Place Based proposals only if it is not timely to bring the proposals back to a formal meeting of the Board
- (c) Agree that a paper summarising the Kirklees Place Based proposals be presented to the next Board meeting.

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Contact Officer: Jenny Bryce-Chan

## KIRKLEES COUNCIL

### HEALTH AND WELLBEING BOARD

**Thursday 25th July 2019**

- Present: Councillor Viv Kendrick (Chair)  
Councillor Carole Pattison  
Councillor Musarrat Khan  
Councillor Kath Pinnock  
Councillor Mark Thompson  
Dr David Kelly  
Carol McKenna  
Richard Parry  
Helen Hunter  
Karen Jackson  
Jacqui Gedman
- In attendance: Martin Barkley, Chief Executive, Mid Yorkshire Hospital NHS Trust  
Ian Currell, Chief Finance Officer, Greater Huddersfield & North Kirklees CCGs  
Jo-Anne Sanders, Service Director, Learning and Early Support  
Rob Webster, Chief Executive, SWYPFT  
Diane McKerracher, Chair Locala  
Alex Chaplin, Strategy and Policy Officer, Integration  
Phil Longworth, Senior Manager, Integrated Support, Kirklees Council
- Apologies: Mel Meggs  
Dr Steve Ollerton  
Rachel Spencer-Henshall  
Kathryn Giles

**14 Membership of the Board/Apologies**

Apologies were received from the following Board members: Dr Steve Ollerton, Mel Meggs, Rachel Spencer-Henshall and Kathryn Giles.

Jo-Anne Sanders attended as sub for Mel Meggs.

**15 Interests**

**RESOLVED** - No interests were declared.

**16 Admission of the Public**

**RESOLVED** - That all agenda items be considered in public session.

**17 Deputations/Petitions**

**RESOLVED** - No deputations or petitions received.

**18 Public Question Time**

**RESOLVED** - No questions were asked.

**19 Mid Yorkshire Hospital Trust Transforming for Excellence**

Martin Barkley, Chief Executive Mid Yorkshire Hospital NHS Trust, presented the Board with an overview of some of the transformation activity that has been taking place at Mid Yorkshire Hospital over the past 12 months.

The Board was informed that the Trust had implemented the Mid Yorkshire Quality Improvement System (MYQIS) which is based on the Lean methodology adopted by Virginia Mason Health Care Institute. In recent months the Trust has embarked on a wide range of transformation aimed at improving patient experience and safety and reducing waste and inefficiency.

In summary, transformations that have been successfully implemented includes:-

- Two events with councillors from Overview and Scrutiny:
  - a) a visit to the Trust to review same day emergency visits
  - b) invited to attend a Scrutiny meeting to discuss finances across Health and Adult Social Care
- The strategic direction of the Trust is to provide excellent patient experience across, Dewsbury, Wakefield and Pontefract and the aim is to get an outstanding CQC rating over the next few years
- Autism Spectrum Disorder waiting times has reduced from 100 to 16 weeks
- A 27% reduction in super-stranded patients
- Ophthalmology – improvement in Referral to Treatment (RTT) performance of over 10% since April 2018 and overall the Trust has improved its RTT performance by 5.8% since April 2017
- End of life, fast track discharge, 85% of people now die in a place of their choice which is down from 13 days to 21 hours
- Fractured neck of femur pathway transformation improves length of stay. The Virtual Fracture Clinic reduces wasted appointments
- Significant reduction in agency spend and the workforce has grown by 400 people
- Reductions in emergency admissions due to alternative facilities
- The Trust has won several national awards and accreditations
- Mid Yorkshire Digital future – replaced over 500 PCs to support the increasing digital demand and agile working. The intention is to roll out by 2020 the Electronic Patient System which is the same system as used by Leeds



The Board commented that a great deal of work has been undertaken and the Trust should be congratulated. The Board questioned whether any of this had been communicated to the public and in response was informed that the message being given to staff and the public is that Mid Yorkshire is an improving Trust. It was acknowledged that there needed to be promotion of the improvements that has been made.

**RESOLVED** - That the content of the Transforming for Excellence presentation be noted

**20 Financial Position of the Kirklees Health and Adult Social Care Economy**

Ian Currell, Chief Finance Officer attended the meeting to provide an update on the financial position of Kirklees Health and Adult Social Care and; to provide details of the actions each organisation is taking individually and collectively to address their financial position. The initial report came out of a request for an update from the Health and Adult Social Care Scrutiny Panel.

The Board was informed that each year, all organisations face cost pressures increasing at a faster rate than the growth in their income and in order to deliver their planned year end positions, organisations have had to deliver ambitious savings programmes.

The Kirklees Health and Wellbeing Plan highlights the need to operate as a health and social care system, rather than separate organisations. The Plan also recognises that the Kirklees health and care economy is financially challenged.

Although the Kirklees health and care system continues to face significant challenges, improvements can be seen in the financial position of a number of organisations. Many are still dependent on national support funding and they will therefore still be required to demonstrate year on year improvement going forward.

In summary, the Board was further advised that:-

- There has been an increase in allocation of monies to the NHS and national support funding is playing into individual organisation budgets.
- 20% of this year's Adult Social Care funding is non-recurrent and the publication of the Green Paper is awaited.
- Staffing costs continue to be a significant pressure, especially in social care where significant numbers of staff in the independent sector are paid at or close to the National Living Wage
- Because there has been an improvement in the finances collectively, Calderdale and Huddersfield Foundation Trust (CHFT) have been able to access additional capital funding.

The Board agreed that there should be further discussion at the Kirklees Health and Care Executive to give consideration to the biggest areas of risk to the system and to agree on the key issues that needed to be tackled as a priority. It was also felt

## Health and Wellbeing Board - 25 July 2019

that it was important for the Board to come up with a 'shared narrative to challenge and potentially negative perceptions.

**RESOLVED** - That the information presented on the Financial Position of Kirklees Health and Adult Social Care Economy be noted

Contact Officer: Carol Tague

## KIRKLEES COUNCIL

### LICENSING AND SAFETY COMMITTEE

**Tuesday 11th June 2019**

Present: Councillor Amanda Pinnock (Chair)  
Councillor Carole Pattison  
Councillor Mahmood Akhtar  
Councillor Karen Allison  
Councillor Paola Antonia Davies  
Councillor David Hall  
Councillor James Homewood  
Councillor Michelle Grainger-Mead  
Councillor Terry Lyons  
Councillor Mohan Sokhal  
Councillor Kath Taylor  
Councillor Harpreet Uppal

In attendance: Samantha Lawton, Operations Manager, Public Protection (Licensing)  
Russell Williams, Group Leader, Licensing  
David Stickley, Senior Legal Officer

Apologies: Councillor Christine Iredale  
Councillor Mumtaz Hussain  
Councillor Manisha Roma Kaushik  
Councillor Michael Watson

**1 Membership of the Committee**

Apologies for absence were received from Councillors Hussain, Iredale, Kaushik and Watson.

**2 Minutes of Previous Meeting**

The minutes of the meeting of the Panel held on 13 March and 22 May 2019 were approved as a correct record.

**3 Interests**

No interests were declared.

**4 Admission of the Public**

That all agenda items be considered in public session.

**5 Deputations/Petitions**

No deputations or petitions were received.

**6 Public Question Time**

No questions were received.

**7 West Yorkshire Policy on determining the suitability of applicants and licensees as drivers in taxi and private hire licensing**

The Committee received a report which sought approval for the adoption of the West Yorkshire policy on determining the suitability of applicants and licensees as drivers in taxi and private hire licensing.

The Committee were informed that the proposed Policy had been developed by working in partnership and considering the existing policies in place across West Yorkshire and York, the Institute of Licensing's Guidance on Determining the Suitability of Applicants and Licensees in the Hackney and Private Hire Trades. The Driver Suitability Policy had been agreed across West Yorkshire and York, and was compliant with the new guidance.

It was noted that at its' meeting of the Licensing and Safety Committee on 11 October 2018, Members gave approval for officers to consult on the Policy. Consultation began the week commencing 5 November 2018 and ended on the 18 January 2019.

The Committee were informed that the majority of people who responded agreed with the tariffs consulted upon, apart from the minor traffic or vehicle related offences and hand held telephone / devices, where there was a mixed response, with the majority of those responding being of the view that the 5 year tariff was too high.

Having considered the responses, it was proposed that minor traffic or vehicle related offences be reduced to 3 years in line with the concerns raised by the respondents. However, notwithstanding the results of the consultation, it was proposed that the tariff for driving whilst using a hand-held telephone or other device remained at 5 years. The reason being, that it was an endorsable offence and was deemed a significant one that carried a 6 point tariff on a licence, whilst most other endorsable offences carried 3 points and so should not be confused with a minor traffic offence.

Committee members asked a number of questions, responses to which are summarised below:

- The Policy would apply to new applicants from 1 August 2019 and existing licence holders on licence renewal.
- In relation to the time periods that should elapse following an offence, the Council was still under a duty to consider each case and could depart from the time periods specified if there were serious concerns as to an individual case.
- Applicants were exempt from the Rehabilitation of Offenders Act and spent convictions were relevant. Appropriate weight would be applied to consider the time period and seriousness of the offence.
- With regards to terrorism offences, it was noted that there was the option to depart from the guidance and revoke immediately where appropriate.
- With regards to the use of weapons, it was noted that the carrying of objects such as a bat in the name of self-defence was not acceptable.

**RESOLVED - The Committee:-**

- (1) Approved the adoption of the policy on determining the suitability of applicants and licensees as drivers in taxi and private hire licensing, as presented at Appendix A of the report, and that this new policy be effective from the 1 August 2019.
- (2) Authorised the Group Leader of Licensing, in conjunction with their immediate Operational Manager and Head of Service for Public Protection, to make any minor changes necessary to the policy, to remain commensurate with the outcomes of the other West Yorkshire and York Authorities.

**8 West Yorkshire Driver Training Policy**

The Committee received a report which sought approval for the adoption of the West Yorkshire (and York) driver training policy.

The Committee were informed that the driver training policy formed part of that overall assessment of fitness and propriety. The aim was to ensure that the travelling public within West Yorkshire and York could be confident that drivers licensed by each authority had been trained to the highest standard and to a standard which was consistent across the West Yorkshire and York region.

It was noted that consultation on the policy had taken place between November 2018 and January 2019. Most of those responding to the surveys, agreed with the modules that applicants for a new licence would be trained on, but the majority did not agree with the pass mark being set to 90%. In relation to refresher training for existing licence holders, most respondents to the survey stated they did not agree refresher training should be done every three years and this response was consistent across the other West Yorkshire Authorities.

Following consideration of the survey results, Kirklees and the other five authorities had amended its proposed policy as follows:

- to reduce the pass rate from 90% to 80%
- removed the requirement that existing drivers, undertaking refresher training, to pass a test

Whilst there was a majority against refresher training, the Committee were advised that it was important that existing drivers were kept up to date with changes in legislation, conditions, good practice and any changes as result of statutory guidance. But, as previously stated, officers agreed the test element from the refresher training was not required.

**RESOLVED -** The Committee approved the adoption of the policy on driver training, as presented at Appendix A of the report and that this new policy be adopted from the 1st August 2019.

**9 Vehicle Age Policy - Upper Age Limit**

The Committee received a report which provided information as to the result of a review of the Council's private hire and hackney carriage upper age limit policy, and sought approval for one of the recommendations outlined within the report.

## Licensing and Safety Committee - 11 June 2019

The Committee were informed that in October 2018, members of the Licensing and Safety Committee, gave authority for officers to consult on the overarching taxi policy, with consultation then taking place between November 2018 and January 2019.

The Committee were advised that officers and the Chair of the Licensing and Safety Committee held a meeting with trade representatives in April 2019. It was noted, that the trade would like to see the upper age limit increased to 15 years old across all types of vehicles. However, the trade also considered it reasonable that the upper age limit increase to 15 years of age for certain type / class of vehicle, for example hybrids, electric and adapted vehicles / specialist vehicles.

The trade were supportive of a move to more environmentally friendly vehicles such as hybrids and electric, but felt the current upper age limit, coupled with the cost of more eco-friendly vehicles made it cost prohibitive and there would be no return on their investment if they purchased, for example, an electric vehicle for it to cease being licensed once it reached ten years of age.

A meeting was also held with officers from the Council's Transport Services, to seek views from those that test the current fleet of licensed vehicles.

Whilst officers from fleet services could see the merit in increasing the upper age limit slightly in certain circumstances, they did not support an increase to 15 years. The officers felt that it could be reasonable to increase the upper age limit to 12 years with certain conditions on that increase, such as between the age of 10 and 12, the vehicle must pass its compliance test first time, and / or the vehicle is subject to a compliance test two times per year.

Officers from fleet services were concerned regardless of the type of vehicle electric, hybrid, petrol / diesel all still have mechanical similarities such as steering, suspension and braking mechanisms etc. that can fail and that are still subject to the same wear and tear as their petrol / diesel counterparts. They also highlighted that significant mileage was undertaken by licensed private hire and hackney carriage vehicles and this wear and tear was significantly increased, irrespective of whether it was an electric, hybrid or petrol / diesel vehicle.

Licensing Officers had contacted the other West Yorkshire Authorities (including York), as well as authorities outside of West Yorkshire and found that the Council's current vehicle age policy of 10 years was in line with other nearby authorities.

It was moved and seconded that the upper age limit for licensed vehicles be increased to 12 years for ultra-low emission vehicles and wheelchair accessible vehicles, with the caveats outlined within the report's recommendations.

**RESOLVED** - The Committee approved that:-

1. The upper age limit for licensed vehicles be increased to 12 years for the following:-
  - 1.1. Ultra-low emission vehicles; and

## Licensing and Safety Committee - 11 June 2019

- 1.2. wheelchair accessible vehicles
2. The aforementioned upper age extension for ultra-low emission and wheelchair accessible vehicles was not automatic and each case would be dealt with on its own individual merits, taking in to consideration, but not limited to, the following:-
  - 2.1. Submission of a formal application (including fee);
  - 2.2. If extension was granted, the vehicle would be subject to two compliance tests per licence year;
  - 2.3. The vehicle had to have a full service history;
  - 2.4. Receipts of work / repairs undertaken on the vehicle;
  - 2.5. The vehicle / drivers history with the Licensing Service, including:-
    - 2.5.1. If the vehicle had failed any previous compliance test;
    - 2.5.2. Complaints about the condition of the vehicle;
    - 2.5.3. Complaints about the proprietor / driver of the vehicle; or
    - 2.5.4. Any other matters considered material to the application.
3. Delegation be authorised to the Group Leader of Licensing, in conjunction with their immediate Operational Manager, to determine the definition of a wheelchair accessible vehicle for stipulation within the Policy.

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Contact Officer: Penny Bunker

## KIRKLEES COUNCIL

### OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

**Monday 17th June 2019**

Present: Councillor Elizabeth Smaje (Chair)  
Councillor Harpreet Uppal

Observers: Councillor Andrew Marchington

Apologies: Councillor Habiban Zaman  
Councillor Andrew Cooper

**3 Membership of Committee**

Apologies for absence were received from Cllrs Cooper and Zaman.

**4 Minutes of Previous Meeting**

The minutes of the meeting of the Committee held on 15 April 2019 were approved as a correct record.

**5 Interests**

No interests were declared.

**6 Admission of the Public**

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

**7 Allocation of Scrutiny Co-optees 2019/20**

This Committee received a report which sought approval for the proposed allocation of Scrutiny Co-optees for the 2019/20 municipal year.

**RESOLVED -**

- (1) The allocation of co-optees, as set out in section 2.1 of the report, be approved; and
- (2) That Fatima Shah-Khan, Kimberley Stock, Mark Mercer and Sharron Taylor be thanked for their commitment and contribution to the work of Scrutiny.

**8 Re establishment of Ad Hoc Scrutiny Panel**

The Committee received a report which sought agreement for the re-establishment of the Ad Hoc Scrutiny Panel into Elective Home Education.

It was noted that there was a small amount of outstanding evidence gathering work to be completed before the Panel could finalise its findings and it was requested that this work be completed within the next four months.

**RESOLVED -**

- (1) That the Elective Home Education Ad Hoc Scrutiny Panel be reappointed to complete its work in the 2019/20 municipal year;

## Overview and Scrutiny Management Committee - 17 June 2019

- (2) The work of the Ad Hoc Scrutiny Panel be finalised by October 2019; and
- (3) That the previous membership continues, where possible, with the addition of the new Lead Member for the Children's Scrutiny Panel.

### 9 The Scrutiny Work Programme 2019/20

The Scrutiny Management Committee considered an initial draft of the Scrutiny Work Programme for the 2019/20 municipal year. It was noted that following discussions at the Committee, Lead Members would take the potential list of items into panels for further consideration.

The Committee received performance information for Quarter 3 and 4 and the Forward Plan of Key Decisions to inform discussion and Jacqui Gedman, Chief Executive and Rachel Spencer-Henshall, Strategic Director Corporate Strategy, Commissioning were in attendance to assist the Committee in their deliberations and respond to questions in relation to the aforementioned documentation.

The key areas of the Panel's discussion and responses to questions are summarised below:-

It was requested that further information be included as to the reporting of potential risk to outcomes, as well as deadlines and milestones.

It was intended that the performance framework would support scrutiny in providing diverse area headlines in order to identify specific areas of interest. It was agreed that moving forward, performance reports would be circulated to Lead Members as soon as they were available.

In response to comments from the Committee as to the lack of future key decisions included within the Forward Plan, it was noted that a new Cabinet was in place and priorities were being revisited and the Forward Plan would be populated accordingly. It was agreed that this information would be circulated to Lead Members on completion.

Following a bid as part of a national initiative, Kirklees had become a National Trailblazer site for Mental Health Support teams in schools. To ensure success, it was important to take a holistic view and incorporate work into the whole healthy child programme, improving access to CAMHS and also working with school professionals to recognise emotional health and wellbeing. Impact would be monitored against the national criteria and locally through the Thriving Kirklees contract with Locala.

With regards to training professionals in schools, it was important to make every pupil contact count, with staff trained to recognise symptoms and know where to seek support.

£180k had been secured from the Home Office to further develop prevention and early intervention work to reduce gang related violence in Kirklees. The Safeguarding Boards and Communities Board were looking at how best to ensure maximum benefit for delivering the Gang Strategy and it was intended to build on the success of the recent Youth Summit and maximise partnership work

## Overview and Scrutiny Management Committee - 17 June 2019

to tackle gang violence. Place based working and the utilisation of the knowledge of local politicians and people was also intrinsic to this.

The Masterplan for Huddersfield and Dewsbury was a Council priority and stakeholder engagement was important to shape this. Whilst investment was in place, part of the challenge was in relation to how people felt about the town centre, with ongoing dialogue as to why people didn't feel safe.

With regards to educational attainment, it was noted that a new Director for Children's Services was in post and achieving the best possible outcomes for children was a key focus.

Intelligence was currently being gathered to determine whether modern day slavery was a significant issue for the authority. If it was shown that this was the case, then activity would be diverted accordingly.

With regards to Kirklees Direct response times, it was acknowledged that capacity had previously been budget driven rather than demand led. A watching brief was in place and resources would be allocated if required. It was suggested that this may be an issue that the Corporate Scrutiny Panel would wish to consider as part of their work programme.

The significant work being undertaken to improve health and wellbeing in the workplace was outlined and it was anticipated that levels of absence would continue to fall as a result of this.

The Chief Executive highlighted three key areas for scrutiny consideration, namely (i) the Waste Strategy; (ii) placements; and (iii) high needs. Opportunities for cross panel scrutiny were highlighted and it was agreed to take these issues forward to the Panels for consideration.

The Management Committee considered the draft programmes set out by the individual Scrutiny Panels and Lead Members commented on the potential issues.

It was noted that the Waste Strategy would be a key area for consideration for the Economy and Neighbourhoods Scrutiny Panel. The Chair requested that the work programme item be re-titled from Waste Minimisation to Waste Strategy, so that it was clear as to the nature of the work. Councillor Uppal also reported that she had met with the Strategic Director, Economy and Infrastructure, and intended to meet with the Service Director for Housing to consider potential items in relation to homelessness and the governance of KNH.

The value of pre-decision scrutiny was emphasised and it was suggested that Youth Services and building on the work of the recent Youth Summit would be a valuable area for consideration.

The following was agreed in relation to the Overview and Scrutiny Management Committee's work programme:-

Scrutiny of Crime and Disorder – to include an update as to Modern Day Slavery;

## Overview and Scrutiny Management Committee - 17 June 2019

Regional Working Update – the Committee to be provided with information as to the West Yorkshire Combined Authority and LEP to ensure a full understanding of the implications of regional working;

Details as to major consultations being undertaken by the Council, to be brought to the Committee; and

The Leader of the Council to be invited to a future meeting to outline priorities for the year ahead.

### RESOLVED -

- (1) The Overview and Scrutiny Management Committee work programme to be updated as discussed;
- (2) Quarterly performance reports and supporting documentation to be circulated to Lead Members as soon as available;
- (3) The updated Forward Plan of Key Decisions to be circulated to Lead Members;
- (4) The draft work programme be noted and forwarded for consideration as part of scrutiny panel work programme discussions; and
- (5) That following Panel consideration the proposed work programmes be submitted to OSMC for approval.

### 10 **Draft Corporate Plan 2019/20**

The Scrutiny Management Committee considered the draft of the proposed Kirklees Corporate Plan for 2019/20 which was due to be considered by Cabinet on 18 June 2019 and Council on 17 July 2019.

Jacqui Gedman, Chief Executive and Rachel Spencer-Henshall, Strategic Director Corporate Strategy, Commissioning were in attendance for this item.

During discussion, the following points were noted:-

Inclusive growth was a priority and the West Yorkshire Combined Authority Inclusive Growth Panel was chaired by the Council Leader during 2018/19.

A mapping exercise had been completed to cross check continuity across the previous Plan and the refreshed version. This comprehensive document would be available to Members at Council in July.

CSE was encompassed within safeguarding responsibilities and focused on exploitation more broadly and improving outcomes for children.

It was intended that more specific measures of success would be outlined in the next iteration of the Plan.

Further to a question from a member of the Committee, it was agreed that the wording on page 18 regarding the delivery of a recycling education programme and the checking bins across Kirklees would be reviewed. Members were

## Overview and Scrutiny Management Committee - 17 June 2019

informed that an education programme had been undertaken and a bin would only be removed after previous communications had failed.

It was noted that the aforementioned supporting document would give more of a flavour as to the valuable role played by libraries in the community, in addition to statistical information as to the number of books borrowed etc.

It was requested that reference to the contribution that carers made to Services be acknowledged within the Plan. Officers agreed to take away for consideration.

**RESOLVED** - The Committee requested that:-

- a. The wording at Page 18, Point 1 (Clean and Green) be clarified;
- b. The wider contribution of libraries to the community to be referenced within the Plan and/or supporting documentation; and
- c. The contribution made by carers to be acknowledged within the Plan.

### 11 Scrutiny Communications

The Management Committee considered the approach to communication of scrutiny activity in 2019/20.

It was agreed that press releases would go through the Scrutiny Chair and that a Scrutiny Bulletin would be issued at 3 points during the municipal year.

With regards to discussion at Council, it was noted that the next opportunity would be September 2019.

**RESOLVED** -

- (1) That the update on proposals for Scrutiny communications be noted;
- (2) The Chair of Scrutiny and Lead Members to provide a Scrutiny update at the September meeting of Council.

### 12 Schedule of Meetings for the 2019/20 municipal year

**RESOLVED** - That meetings of the Overview and Scrutiny Management Committee be held on the following dates:

22 July 2019  
9 September 2019  
4 November 2019  
13 January 2020  
9 March 2020  
6 April 2020 (TBC)

The meeting start time of 10.00am to be confirmed as soon as possible.

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Contact Officer: Penny Bunker

## KIRKLEES COUNCIL

### OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

**Monday 22nd July 2019**

Present: Councillor Elizabeth Smaje (Chair)  
Councillor Andrew Cooper  
Councillor Harpreet Uppal  
Councillor Andrew Marchington  
Councillor Habiban Zaman

**13 Membership of Committee**

There were no apologies.

**14 Minutes of Previous Meeting**

The minutes of the meeting held on 17 June 2019 were agreed as a correct record.

**15 Interests**

Cllr Cooper and Cllr Uppal declared an other interest in item 9, Overview of Climate Emergency Working Party, as they were members of the working party.

**16 Admission of the Public**

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

**17 Deputations/Petitions**

No deputations or petitions were received.

**18 Public Question Time**

There were no questions from members of the public.

**19 Effective Regional Working in Kirklees**

The Overview and Scrutiny Management Committee considered a report which provided an overview of regional working and set out key work areas for the coming year.

New members of the Committee noted that Kirklees work at regional level contributed to growth and a share in the benefits of the Leeds City Region which was aiming for an extra £5.2bn of additional economic output, achieving 62,000 extra jobs. Future government funding opportunities are likely to come through and be administered by the Leeds City Region Partnership. In terms of funding and investment Kirklees has successfully secured upwards of £140m from the growth deal and transport fund pots. Schemes about to commence on site included the A62 smart corridor and the A629 phase 5 in Huddersfield.

The report continued to outline other headline projects that had benefited in Kirklees including the 3 enterprise zones and the superfast broadband contract. Kirklees

## Overview and Scrutiny Management Committee - 22 July 2019

small and medium sized enterprises had drawn down 19% of all grants approved from just a 13% SME base across West Yorkshire.

The report continued to set out the objectives and outcomes for regional working over the next 12 months which included:

- Continued progress and delivery of major schemes
- Identifying Kirklees's key priorities
- Delivering Kirklees's ambitions
- Ensuring that Kirklees continues to take advantage of future investment
- Improved collaboration with neighbours
- Working with West Yorkshire Combined Authority to increase the focus on town centre regeneration to support the Town Centre Master Plan.
- Make the most of cultural, tourism and sporting opportunities
- Ensure the Council is in a position to take advantage of future rail investment
- Influence the One Yorkshire proposals for devolution
- Improve support to Councillors to understand what is going on with regional working

Appended to the report were the details of the West Yorkshire Combined Authority Committee appointments and representatives for Kirklees for 2019/20 together with information on the governance arrangements.

In considering the report Cllr Cooper questioned how proposals at a regional level, including use of the transport fund, dovetailed with climate emergency considerations including the target to reduce emissions. Angela Blake, Service Director, Economy and Skills advised that no detailed appraisal scheme had yet been developed but there was a need to build climate emergency considerations into the appraisal of new schemes. Cllr Cooper indicated that the Green Economy Panel at Leeds City Region had a quasi scrutiny role to look at all policies.

The Committee continued to discuss Kirklees business grants and asked for a breakdown to be provided on how grants with distributed between new businesses and existing businesses. There was discussion on the distribution of funding from the City Region as a whole and how Kirklees compared with adjacent authorities. Ms Blake indicated that Kirklees compared well with neighbouring authorities however less so with Leeds or Bradford. The Committee continued to discuss the transparency of combined authority decision making. It was now possible to see details of projects on the Combined Authority website but it was suggested that information should be cascaded to be more available in Kirklees. There was currently no information, unless that came through in the form of consultation, about what is happening and the progress of schemes. Whilst Councillors attending West Yorkshire Combined Authority meetings may receive information, this was not cascaded and members of the public were not able to feed into the process. The Committee suggested that Kirklees members of the West Yorkshire Combined Authority needed to be supported to feed back information to ensure a greater level of transparency.



## Overview and Scrutiny Management Committee - 22 July 2019

The Committee discussed how inequality was impacted as part of funding considerations. Ms Blake agreed equality had to be part of any appraisal system moving forward.

### RESOLVED -

- (1) The Committee thanked Angela Blake for the update on regional working
- (2) That statistical information be provided on the types of businesses receiving grants
- (3) That further clarification be provided on the appraisal process for funding, including how councillors are made aware of outcomes for Kirklees projects.
- (4) That further information be provided on how equalities issues are considered as part of appraisal processes.

20

### Domestic Abuse Strategy 2019-21

Saf Bhuta, Head of Safeguarding and Quality attended the meeting to provide an update on the progress of the revised Domestic Abuse Strategy. The Committee noted that the revised Domestic Abuse Strategy would be considered by Cabinet on 10 September 2019. The report continued to set out the background to the strategy including the shift in emphasis to a 'whole picture response' to domestic abuse that encourages a focus on prevention. Governance of the area of domestic abuse is undertaken by the Kirklees Communities Board and is a priority within the Safer Kirklees Partnership Plan.

The report continued to set out the strategic vision for the next 3 years underpinned by 4 strategic priorities which were:

- Act before someone harms or is harmed
- Identify and stop harmful behaviours
- Increase safety for those at risk
- Supporting people to live the lives they want after harm occurs

Each priority will be supported by an action plan with an agreed set of measures which would be supported by service specific performance measures.

The Committee noted that the domestic abuse strategic partnership had been working with the council's policy team and communications team to draw up an engagement period over the summer, which included staff engagement sessions and a Councillor training programme; raising awareness of domestic abuse through supporting preventative work and other campaigns; and a robust communications plan for when any domestic homicide reviews had been approved for publication by the Home Office. A copy of the current version of the strategy was appended for comment. In considering the report the committee explored how the partnership would take forward the work and asked that copies of the action plans, when available be shared with the committee.

Cllr Cooper asked how the additional budget allocation of £400k for domestic abuse would be allocated. Mr Bhuta identified 3 key areas:

## Overview and Scrutiny Management Committee - 22 July 2019

- Sustain critical services, including the independent domestic violence advocates
- Fund a learning and development officer
- Community development work including network development, place based work and identifying good practice

The Committee asked for a breakdown of how much of the funding would be supporting existing activity and what budget would be used for transformational and new activity. It was noted that the new place based leads would be including domestic abuse as potential areas for funding using the locality monies agreed at Annual Council. The discussion continued to look at the challenges around provision of supported accommodation at a local level. Saf Bhuta agreed to provide further information on this issue. The committee also welcomed the increased awareness raising in schools and improved communication to better support young people who had witnessed or been victims of domestic abuse.

### RESOLVED -

- (1) Saf Bhuta was thanked for attending the meeting to present the report.
- (2) That a copy of the Action Plan supporting the strategy be circulated to the committee once it has been approved by the strategic partnership.
- (3) That further information on accommodation issues, including sufficiency and timelines, be provided.
- (4) That updated prevalence information be circulated.
- (5) That a breakdown on the allocation of funding be provided to indicate existing services and other areas of investment to progress strategic change.
- (6) That consideration be given to the clarity of the governance system.

### 21 **Kirklees Climate Emergency Declaration - Update on the Work of the Council Working Party**

The Management Committee considered a progress report on work to deliver the actions required by the council's motion declaring a climate emergency. Cllr Murgatroyd, Chair of the Climate Emergency Working Party, Cllr Mather, Cabinet Portfolio Holder and John Atkinson, Economic Resilience Project Officer attended the meeting to discuss the report.

The report reminded councillors that the council passed a motion in January 2019 which established a councillor led climate emergency working party to oversee the development of a report and action plan on how the council might be proactive in addressing the impacts of the climate emergency.

The Committee noted that the Council's existing carbon emission reduction targets were as follows:

- Council – to achieve a 40% reduction in carbon emissions by 2020-21 based on the 2005-06 base line. Progress 2017/18 – 32% reduction
- District wide – to achieve a 40% reduction in district carbon emissions by 2020-21 – progress in 2016 35% reduction.

## Overview and Scrutiny Management Committee - 22 July 2019

The report continued to explain the approach being taken by the Climate Emergency Working Party to carry out an audit of council services to look at areas where significant carbon savings could be made. The results of the ongoing audit would inform the action plan to be included in the Working Party's report to Council. The work was closely aligning to the council's approach to air quality management under the clean and green corporate priority.

It was noted that the council had also sought external advice and best practice to help inform its work. It was likely that a Kirklees climate partnership body would be required to take forward any agreed action plan.

Prior to the discussion Cllrs Cooper and Uppal declared an other interest in the item as they were both members of the Climate Emergency Working Party. Councillor Murgatroyd, Chair of the Working Party explained the challenges faced by the group as the issues cut across all areas of council work. The Working Party had taken a themed approach to try to identify work that was currently under way to mitigate climate emergency issues as well as what the council might do if resources could be prioritised. The Working Party recognised that communications was a critical issue both with staff in the council but also with the wider public.

One of the biggest challenges was the limited staff resources to support the audit work as the council no longer had a dedicated environment unit. Funding had been sought to provide additional resources to support the work.

The Committee asked that it be provided with more detail on the milestones for the working party and the plan of how work was being undertaken. The Committee noted the Leeds city region target of net zero carbon by 2038 and asked how achievable that was for the council based on the current carbon reduction achieved. Mr Atkinson explained that the remit of the CEWP was to pursue a district wide approach not just the council and the council would track its own admissions from primary data. Government data sets would be available to enable the council to create carbon pathways for the future. A tool developed by the Tindall Centre would help support understanding the Kirklees position.

The Scrutiny Committee considered it important to look at the current base of what we have already achieved and can build on. It was agreed that in looking to achieve the Leeds City Region target of zero net carbon by 2038 it was very ambitious and would require increased action year on year.

### **RESOLVED -**

- (1) Councillor Naheed Mather, Cllr Richard Murgatroyd and John Atkinson were thanked for attending the meeting.
- (2) That consideration be given to the points raised in the discussion including:
  - Linkage to the draft carbon budget
  - Identifying existing projects that can continue to form part of achieving the revised target.
  - Consideration of how strategic opportunities and partnership working is reflected in the report / action plan to Council.
- (3) That future reports include, where appropriate, timescales and milestones.

**22 The Scrutiny Work Programme 2019/20**

Following discussions at scrutiny panel meetings, the Management Committee considered the final versions of the proposed work plans for the four scrutiny panels.

In considering the proposed work programmes it was noted that the issue of preparation for leaving the European Union would be covered within the Corporate Scrutiny Panel. However where there were areas of specific economic focus these could be considered within the Economy and Neighbourhoods Panel.

Three panels had identified place based working as an area of interest however it was agreed that the initial briefing on the issue would be considered by the Overview & Scrutiny Management Committee. The commercial strategy had also been added to the Corporate Scrutiny Panel work programme.

When looking at the Children's Scrutiny Panel work programme the issue of children's adolescent mental health services had been identified and the lead member for the children's panel and the lead member for the health & adult social care scrutiny panel were asked to ensure there was no duplication in work on mental health services.

In respect of the Economy & Neighbourhoods Scrutiny Panel it was noted inclusive growth would be considered by the Management Committee in the first instance as it was linked to the responsibilities of the Council Leader at regional level. The Economy & Neighbourhoods Panel also intended to look at sustainable transport in particular public transport. Community Infrastructure Levy and section 106 funding was also included on the programme as current work was being undertaken to look at the effective use of the funding.

Cllr Smaje suggested that the committee might wish to look at the outcomes of the corporate peer review but agreed in the first instance to discuss those at her Chair's briefing with the Chief Executive.

**RESOLVED -**

- (1) The Committee noted verbal updates on work programme issues, following further discussions at Panel meetings.
- (2) The Corporate Scrutiny Panel would lead on Council preparations for leaving the European Union. Detailed economic or business considerations could go to the Economy and Neighbourhoods Scrutiny Panel.
- (3) The Scrutiny Committee will take the lead on place based working and keep under review whether scrutiny panels need to look at particular areas of focus.
- (4) That consideration be given to the way forward by Lead Members for Children's and Health and Adult Social Care Panels if there is a risk of overlap in looking at access to mental health support.
- (5) Inclusive growth will be considered by the OSMC as part of a regional update.
- (6) The Economy and Neighbourhoods Scrutiny Panel will also consider the outcomes for the new ward based action team approach.

**23 Scrutiny Communications**

The Management Committee noted that the annual report was being prepared for consideration at Council in September. Cllr Smaje also asked that each standing panel provide one article on recent work to form part of a bulletin to also be made available for September Council. The bulletin would also include areas of scrutiny coming up in future meetings.

The Committee was asked if Councillors would take part in short video clips to explain their role as lead members and chair of scrutiny. The Committee agreed to this request.

**RESOLVED -**

- (1) The Committee noted that the Scrutiny Annual Report would be considered at Council in September 2019.
- (2) It was agreed that all Lead Members would identify one issue to include in a Scrutiny Bulletin to be prepared in time for Council In September.

**24 Scrutiny Committee Work Programme 2019/20**

The proposed work programme for the scrutiny committee was noted subject to the inclusion of the areas that had been discussed as part of the wider scrutiny work programme item.

**RESOLVED -**

- (1) The Committee noted its work programme for the 2019/20 municipal year.

**25 Date of Next Meeting**

It was agreed that the next meeting of the Committee would be held on Monday 9 September 2019.

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Contact Officer: Andrea Woodside

## KIRKLEES COUNCIL

### PERSONNEL COMMITTEE

**Monday 1st July 2019**

Present: Councillor Graham Turner (Chair)  
Councillor Susan Lee-Richards  
Councillor David Hall  
Councillor John Lawson  
Councillor Rob Walker

Apologies: Councillor Shabir Pandor  
Councillor Naheed Mather  
Councillor Peter McBride  
Councillor John Taylor

**1 Membership of the Committee**

Apologies for absence were received on behalf of Councillors Mather, McBride, Pandor and J Taylor.

In the absence of Councillor Pandor, the Committee determined that Councillor Turner be appointed as Chair for this meeting of the Committee.

**2 Minutes of Previous Meeting**

**RESOLVED** – That the Minutes of the Meetings held on 14 March and 22 May 2019 be approved as correct records.

**3 Interests**

No interests were declared.

**4 Admission of the Public**

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

**5 Public Question Time**

No questions were asked.

**6 Deputation/Petitions**

No deputations or petitions were received.

**7 Revised Employee Relations Framework**

The Committee received a report which provided an update on revisions to the Council's Employee Relations Framework and sought approval for the deletion of Employee Relations Sub-Committee.

The Committee were advised that a review of the effectiveness of the previous framework had been undertaken and that the outcomes had highlighted that the framework was too complex and lacked clarity with regards to consultation,

## Personnel Committee - 1 July 2019

negotiation and decision making. Consequently, the revised framework had been developed jointly between People's Services, trade union representatives and the Cabinet Portfolio Holder and was based upon a standard model which is used across a range of other local authorities.

The report advised that the new framework, which was attached at Appendix 2 of the considered report, was modern and transparent, provided clarity regarding arrangements for engagement with trade unions at a local, directorate and corporate level and aimed to create a process of inclusion and collaborative working with trade unions. It was noted that, as a result of the framework, there was no longer a requirement for Employee Relations Sub Committee to remain constituted and the Committee were therefore asked to support the deletion of the Committee.

**RESOLVED** - That the revised Employee Relations Framework be endorsed and that a report be submitted (i) to Corporate Governance and Audit Committee on 5 July 2019 recommending the deletion of Employee Relations Sub-Committee and thereafter (ii) to Council on 17 July 2019 recommending a constitutional amendment to delete Employee Relations Sub Committee.



Contact Officer: Andrea Woodside

**KIRKLEES COUNCIL**  
**STRATEGIC PLANNING COMMITTEE**

**Thursday 11th July 2019**

Present: Councillor Steve Hall (Chair)  
Councillor Donald Firth  
Councillor Paul Kane  
Councillor Mohan Sokhal  
Councillor Carole Pattison  
Councillor Charlotte Goodwin  
Councillor Andrew Pinnock

**1 Membership of the Committee**

There were no substitutions of membership.

**2 Interests and Lobbying**

Councillor Kane advised that he would not participate in the consideration and determination of Agenda Item 12 (Application 2019/90616) on the grounds that he knew the applicant.

**3 Admission of the Public**

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

**4 Deputations/Petitions**

None received.

**5 Public Question Time**

None received.

**6 Site Visit - Application No: 2019/90661**

Site visit undertaken.

**7 Site Visit - Pre Application Enquiry: 2018/20078**

Site visit undertaken.

**8 Site Visit - Application No: 2019/91491**

Site visit undertaken.

**9 Planning Application - Application No: 2019/91491**

The Committee gave consideration to Application 2018/91491 – Demolition of existing fitness complex and erection of Spen Valley Leisure Centre at Spenborough Fitness Complex, Bradford Road, Littletown.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Rob Plant and Phil Brock (on behalf of the applicant).

## Strategic Planning Committee - 11 July 2019

### RESOLVED -

- (1) That authority be delegated to the Head of Development and Master Planning to approve the application, issue the decision notice and complete the list of conditions including matters relating to;
  - development to commence within three years
  - development to be built in accordance with approved plans
  - samples of materials to be approved
  - areas to be drained and surfaced
  - travel plan to be submitted
  - method of storage/access for waste
  - construction access
  - removal of PD rights to prevent enclosure of footpath
  - noise restriction from fixed plant and equipment
  - submission of phase 2 report
  - submission of remediation strategy
  - implementation of remediation strategy
  - submission of validation report
  - details of travel plan implemented
  - electrical vehicle charging points
  - submission of aboricultural impact assessment
  - submission of aboricultural method statement
  - submission of drainage details and attenuation
  - submission of scheme for fats, oils and grease
  - temporary drainage, pollution prevention and flood risk (construction phase)
  - details of interceptors
  - details of floor warning and evacuation plan
  - details to protect public water supply
  - details of satisfactory outfall for surface water
  - submission of an ecological design strategy
- (2) That authority be delegated to the Head of Strategic Investment to secure the signing of a Legal Agreement to provide a travel plan monitoring fee (£2k per annum).
- (3) That, pursuant to (2) above, in circumstances where the Legal Agreement has not been completed within three months of this decision, the Head of Development and Master Planning shall be authorised to consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured, and would therefore be permitted to determine the Application and impose appropriate reasons for refusal under delegated powers.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors D Firth, Goodwin, S Hall, Kane, Pattison, A Pinnock and Sokhal (7 votes)

Against: (no votes)

**10 Planning Application - Application No: 2019/90890**

The Committee gave consideration to Application 2019/90890 – Development of a synchronous gas-powered standby generation facility, plus ancillary infrastructure, equipment, and access at land off Bradford Road, Batley.

**RESOLVED** – That authority be delegated to the Head of Development and Master Planning, upon the expiration of the publicity period for the amended red line boundary plan, to approve the application, issue the decision notice and complete the list of conditions including matters relating to;

- standard 3 years to implement permission
- standard condition requiring development to accord with approved plans
- no plant to be installed until its colour has been approved
- development not to be brought into use until vehicle turning facilities have been implemented
- the implementation of measures to deal with unexpected contamination during construction including the submission, implementation of a site remediation strategy if required and subsequent validation
- finished floor levels of any buildings and sensitive equipment are set no lower than 49.89m AOD
- flood resilience and resistance measures will be incorporated into the proposed development as stated in the FRA
- submission of a drainage scheme
- hours of operation restricted to 07:00 to 23:00 on any day
- operation of generators restricted to no more than 2500 hours per year and the submission of annual report if required to verify
- submission of annual report of required to verify
- submission of a scheme indicating how the site will be artificially lit to protect local amenity and ensure the protection of local bat populations
- submission of a construction management plan
- noise mitigation condition

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors D Firth, Goodwin, S Hall, Pattison, A Pinnock and Sokhal (6 votes)  
Against: Councillor Kane (1 vote)

**11 Planning Application - Application No: 2018/93951**

The Committee gave consideration to Application 2018/93951 – Outline application for the erection of up to 54 dwellings with all matters reserved for future submission except for access which is to be taken from Kingsmead – Works to include the demolition of No 28 Kingsmead at land to the rear of Tolson Street, Kingsmead, Hazel Crescent and Deneside, Chickenley, Dewsbury.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Andy Rushby (applicant's agent).

**RESOLVED** –

- (1) That authority be delegated to the Head of Development and Master Planning to (i) refuse the application and issue the decision notice (ii)

## Strategic Planning Committee - 11 July 2019

communicate the decision of this Committee to Wakefield Council (iii) await the formal determination of the application by Wakefield Council and that, should it delegate decision making power to this Authority, to issue the decision notice taking into account the decisions of both Local Planning Authorities and (iv) return the matter to this Council, in circumstances whereby Wakefield Council resolve to approve the application.

- (2) That the application be refused on the grounds that (i) the site is allocated as safeguarded land on the Kirklees Local Plan and fails to comply with Policy LP6 of the Kirklees Local Plan and guidance within the National Planning Policy Framework and (ii) the development of the site would result in the loss of biodiversity for which no detailed assessment or mitigation measures had been provided and therefore would result in loss to biodiversity, contrary to Policy LP30 and Chapter 15 of the NPPF.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors D Firth, Goodwin, S Hall, Kane, Pattison, A Pinnock and Sokhal (7 votes)

Against: (no votes)

### 12 **Planning Application - Application No: 2019/90616**

The Committee gave consideration to Application 2019/90616 – Importation of inert waste, conversion of existing sewerage tank to form meeting room, demolition of existing sewerage infrastructure and change of use of site to agricultural land at former Spensborough Wastewater Treatment Works at Smithies Lane, Heckmondwike.

#### **RESOLVED –**

- (1) That authority be delegated to the Head of Development and Master Planning to approve the application, issue the decision notice and complete the list of conditions including matters relating to;
- development to be in accordance with approved plans
  - 3 years to implement permission
  - within 6 months of date of permission, import of waste shall cease
  - limitation on number of vehicles coming to and from the site (no more than 40 trips to and from the site per day)
  - prior cessation time period to restore land
  - sole means of vehicular access to and egress from shall be as shown on 19/40/A
  - no commercial vehicles on the highway unless wheels cleaned
  - HGVS – loads sheeted prior to delivery
  - protection of footpaths – scheme to be submitted
  - surface and drainage arrangements
  - landscaping plan
  - no use of medicinal processing equipment other than in connection with the demolition of the existing concrete filter bed

## Strategic Planning Committee - 11 July 2019

- provision of adequate arrangements for the storage of any fuel and oils stored on site
- removal of permitted development rights
- use of low frequency reversing alarms
- speed restriction requirement for vehicles on site
- provision of dust suppression measures
- restriction on hours of operation to 7.30am to 6.30pm Monday to Friday, 8.30am to 1.00pm on Saturday and no working on Sundays or Bank Holidays
- provision of an aftercare scheme for a period of five years following site restoration
- requirement to restore the site in accordance with restoration scheme submitted with the application
- requirement to allow LPA to inspect soil cultivation once completed on site
- soil cultivation requirements
- requirement to allow LPA the opportunity to inspect any imported soils or soil making materials
- requirement to allow LPA to inspect soil re-spreading once completed on site
- requirement to spread soils during favourable weather conditions
- restriction that only inert waste is imported to the site
- progressive backfilling and restoration requirements
- requirement for emergency access details to be provided (in case of flooding)

(2) That authority be delegated to the Head of Development and Master Planning to secure a Section 106 Agreement to ensure that this permission does not commence until all of the inert waste has been imported into the site under planning permission 2019/91277.

(3) That, pursuant to (2) above, in circumstances where the S106 Agreement has not been completed within three months of this decision, the Head of Development and Master Planning shall be authorised to consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured, and would therefore be permitted to determine the Application and impose appropriate reasons for refusal under delegated powers.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors D Firth, Goodwin, S Hall, Pattison, A Pinnock and Sokhal (6 votes)

Against: (no votes)

Abstained: Councillor Kane

### 13 **Planning Application - Application No: 2019/90661**

The Committee gave consideration to Application 2019/90661 – Variation of conditions 3 (details of phasing) 5 (footway) and 37 (public open space) on previous application 2017/94336 for part demolition of existing mill buildings and erection of 49 dwellings; conversion of listed building to form private gymnasium; re-use of existing mill buildings and alterations to form workshop, car storage, and associated

## Strategic Planning Committee - 11 July 2019

ancillary facilities including café, shop and office space and formation of car parking areas (listed building) at Washpit Mills, Choppard Lane, Holmfirth.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Roger Lee (applicant's agent). Under the provisions of Council Procedure Rule 36(1), the Committee received a representation from Cllr Patrick (Ward Member).

### **RESOLVED –**

- (1) That authority be delegated to the Head of Development and Master Planning to (i) approve a variation of conditions 3 and 37 as set out in the considered report (ii) refuse the proposed variation of condition 5 (to remain as originally imposed) (iii) secure a deed of variation to the original Section 106 Agreement and (iv) complete the list of conditions and issue the decision notice.
- (2) That, pursuant to (1) above, in circumstances where the S106/Legal Agreement has not been completed within three months of this decision, the Head of Development and Master Planning shall be authorised to consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured, and would therefore be permitted to determine the Application and impose appropriate reasons for refusal under delegated powers.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows;

For: Councillors S Hall, Pattison, A Pinnock and Sokhal (4 votes)  
Against: Councillors D Firth and Goodwin (2 votes)  
Abstained: Councillor Kane

### **14 Pre Application: 2018/20078**

The Committee received a pre-application presentation and provided feedback, specifically regarding buffer space, local engagement, transport infrastructure, public open space and education provision.

It was noted that two outline planning applications for 180 residential units and mixed use development were expected to be submitted during autumn 2019.

Under the provisions of Council Procedure Rule 37, the Committee received a representations Ryan Groves and Nolan Tucker on behalf of the applicant.

**RESOLVED –** That the pre-application presentation, and the feedback and comments from the Committee, be received and noted.

**KIRKLEES COUNCIL**

**STRATEGIC PLANNING COMMITTEE**

**Thursday 1st August 2019**

Present: Councillor Steve Hall (Chair)  
Councillor Donald Firth  
Councillor Paul Kane  
Councillor Mohan Sokhal  
Councillor Carole Pattison  
Councillor Andrew Pinnock  
Councillor Mark Thompson

- 1 Membership of the Committee**  
Councillor Mark Thompson substituted for Councillor Charlotte Goodwin.
- 2 Minutes of the Previous Meetings**  
The minutes of the meetings held on 20 June 2019 and 11 July 2019 were approved as a correct record.
- 3 Interests and Lobbying**  
No interests or declarations of lobbying were made.
- 4 Admission of the Public**  
It was noted that the appendix for item 14 would be taken in private session.
- 5 Deputations/Petitions**  
No deputations or petitions were received.
- 6 Public Question Time**  
No questions were asked.
- 7 Site Visit - Application No: 2018/94213**  
Site visit undertaken.
- 8 Site Visit - Application No: 2018/90234**  
Site visit undertaken.
- 9 Site Visit - Application No: 2018/90748**  
Site visit undertaken.
- 10 Site Visit - Application No: 2019/90373**  
Site visit undertaken.
- 11 Planning Application - Application No: 2018/94213**  
The Committee gave consideration to Planning Application 2018/94213 Erection of 14 dwelling houses and associated works Land adjacent 143, Dale Lane, Heckmondwike.

## Strategic Planning Committee - 1 August 2019

### RESOLVED –

1. Delegate approval of the application and the issuing of the decision notice to the Head of Development and Master Planning in order to complete the list of conditions including those contained within the considered report including:
  - (1) Three years to commence development
  - (2) Approved plans and documents.
  - (3) Building materials.
  - (4) Landscaping.
  - (5) Protection of trees.
  - (6) Time limitations regarding the removal of vegetation.
  - (7) Lighting design strategy.
  - (8) Landscape and Ecological Management Plan.
  - (9) Land contamination.
  - (10) Construction Method Statement.
  - (11) Drainage maintenance and management.
  - (12) Flood risk and drainage.
  - (13) Electric vehicle charging points.
  - (14) Construction access and management plan.
  - (15) Internal adoptable estate roads.
  - (16) Areas to be surfaced and drained.
  - (17) Boundary treatments.
  - (18) Temporary surface water drainage for the construction phase
  
2. Secure a S106 agreement to cover the following matters:
  - (i) Public open space provisions including off site commuted sum (£9,339.72) and future maintenance and management responsibilities of open space within the site
  - (ii) 100% of total number of dwellings to be affordable with all of them being Affordable Rented and suitable for occupation for people with disabilities
  - (iii) Long term maintenance and management of the drainage proposals through a management company before which the Statutory Undertaker can adopt the system and in the event adoption of such system is not undertaken.
  
3. That, pursuant to (2) above, in circumstances where the S106 Agreement has not been completed within three months of this decision, the Head of Development and Master Planning shall be authorised to consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured, and would therefore be permitted to determine the application and impose appropriate reasons for refusal under delegated powers.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Firth, S Hall, Kane, Pattison, A Pinnock, Sokhal and Thompson (7 votes)

Against: (0 votes)



## Strategic Planning Committee - 1 August 2019

### 12 **Planning Application - Application No: 2019/90373**

The Committee gave consideration to Planning Application 2019/90373 Outline application for the erection of 4 no. industrial units for B1c (light industry) use with associated parking and turning facilities (Within A Conservation Area) Land to north of, Scar Lane, Milnsbridge, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Nick Willock (on behalf of the applicant).

#### **RESOLVED –**

1. Delegate approval of the application and the issuing of the decision notice to the Head of Development and Master Planning in order to complete the list of conditions including those contained within the considered report including:

- (1) Standard Outline 1 (Requiring approval of Reserved Matters).
- (2) Standard Outline 2 (In accordance with Reserved Matters).
- (3) Standard Outline 3 (Time limit for Reserved Matters application).
- (4) Standard Outline 4 (Time limit for commencement post Reserved Matters).
- (5) Material samples to be provided.
- (6) Details of incorporation of coal drops.
- (7) Charging points.
- (8) Contaminated land investigation.
- (9) Dust mitigation.
- (10) Drainage conditions required by the LLFA.
- (11) In accordance with Arboricultural Method Statement.
- (12) Noise mitigation strategy.
- (13) Ventilation system(s) detail.
- (14) Assorted conditions requested from Network Rail.
- (15) Construction management plan.
- (16) Implementation of acoustic fencing.
- (17) Highways Stage 1 safety audit.
- (18) Gate limitations.
- (19) Details of internal surfacing and parking provided.
- (20) Lighting strategy (ecology).
- (21) Ecological design strategy.
- (22) Removal of invasive species.

2. Finalise negotiations on outstanding technical matters relating to drainage

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Firth, S Hall, Kane, Pattison, A Pinnock and Sokhal and (6 votes)

Against: Councillor Thompson (1 vote)

### 13 **Planning Application - Application No: 2018/90234**

The Committee gave consideration to Planning Application 2018/90234 Erection of 4no. camping pods, shower/changing facility block and warden accommodation Land Off, Black Sike Lane, Holmfirth

## Strategic Planning Committee - 1 August 2019

Under the provisions of Council Procedure Rule 37, the Committee received representations from Dave Trueman (applicant) and Hamish Gledhill (agent).

**RESOLVED** – That consideration of the application be deferred to:

1. Allow the applicant an opportunity to provide details of a business plan to enable consideration of the financial viability of the business;
2. Review the permanency of the proposed warden's accommodation; and
3. Provide details for the maintenance of the culvert running through the proposed site.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Firth, S Hall, Kane, and Sokhal (4 votes)

Against: Councillor Pattison, A Pinnock and Thompson (3 votes)

### 14 **Planning Application - Application No: 2018/90748**

The Committee gave consideration to Planning Application 2018/90748 Outline application for the development of up to 630 residential dwellings (Use Class C3), up to 70 care apartments with doctors surgery of up to 350 sq m (Use Classes C2/C3/D1), up to 500 sq m of Use Class A1/A2/A3/A4/A5/D1 floorspace (dual use), vehicular and pedestrian access points off Blackmoorfoot Road and Felks Stile Road and associated works Land off, Blackmoorfoot Road and Felks Street, Crosland Moor, Huddersfield

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Dominic Page (agent).

**RESOLVED** – That the application be refused for the following reasons outlined in the considered report:

The Kirklees Spatial Development Strategy detailed in the adopted Local Plan seeks to provide new homes which meet the needs of the community. There is an identified and justified need for the provision of affordable housing within Kirklees which this scheme fails to sufficiently provide for. Policy LP5 requires masterplans to make efficient use of land through appropriate densities and also to provide a mix of housing that addresses the range of local needs. The indicative masterplan does not achieve these policy outcomes. Policy LP7 of the adopted Local Plan requires the effective and efficient use of land and that new developments should achieve a density of 35 per ha where appropriate. This application does not achieve this level of density and as a consequence also fails to deliver the required contribution towards affordable housing or education provision, thus in addition to being contrary to policy LP7 is also contrary to policies LP4, LP5 and LP11 the adopted Local Plan.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Firth, S Hall, Kane, Pattison, A Pinnock, Sokhal and Thompson (7 votes)

Against: (0 votes)

## Strategic Planning Committee - 1 August 2019

### **15 Exclusion of the Public**

That acting under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act, as specifically stated in the undermentioned Minute.

### **16 Planning Application - Application No: 2018/90748**

The Committee received exempt information in respect of Application 2018/90748 (Agenda Item 14).

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Contact Officer: Sheila Dykes

## KIRKLEES COUNCIL

### STRATEGIC PLANNING COMMITTEE

Thursday 29th August 2019

Present: Councillor Steve Hall (Chair)  
Councillor Paul Kane  
Councillor Mohan Sokhal  
Councillor Charlotte Goodwin  
Councillor Andrew Pinnock  
Councillor Will Simpson

Apologies: Councillor Donald Firth  
Councillor Carole Pattison

**1 Membership of the Committee**

Apologies were received from Councillors Carole Pattison and Donald Firth. Councillor Will Simpson substituted for Councillor Pattison.

**2 Minutes of the Previous Meeting**

That the minutes of the meeting held on 1st August 2019 be approved as a correct record.

**3 Interests and Lobbying**

No interests or declarations of lobbying were made.

**4 Admission of the Public**

It was noted that the appendix for Item 9 would be taken in private session.

**5 Public Question Time**

Councillor Andrew Pinnock asked a question in respect of the imposition of conditions by the Planning Inspectorate when an application was determined on appeal, specifically in respect of a condition to require wheel washing.

The Development Management Group Leader undertook to contact the Planning Inspectorate in relation to the suggestion that this should be included as a standard condition and also to address this as a learning point for officers.

**6 Deputations/Petitions**

No deputations or petitions were received.

**7 Planning Application - Application No: 2019/93740**

The Committee gave consideration to Planning Application 2019/93740 relating to the re-development of training facilities, including the erection of new training and administrative buildings and formation of new pitch facilities at PPG Canalside Sports Complex, 509 Leeds Road, Huddersfield.

## Strategic Planning Committee - 29 August 2019

In accordance with Council Procedure Rule 37, the Committee received a representation from Josh Halliwell (the applicant's agent).

**RESOLVED** - That approval of the application and the issuing of the decision notice be delegated to the Head of Development and Master Planning in order to:

- (1) Complete the list of conditions, including those contained within the considered report, as set out below:
  1. Standard 3 years to implement permission.
  2. Standard condition requiring development to accord with approved plans.
  3. No development on the buildings superstructure until samples of facing and roofing materials have been approved.
  4. Car parking areas to be surfaced and marked out prior to occupation.
  5. The implementation of an intrusive contaminated land survey.
  6. The submission of a site remediation strategy if required.
  7. Implementation of site remediation strategy if required.
  8. Submission of remediation validation if required.
  9. The submission of a surface water management scheme.
  10. Investigation of coal mining legacy issues involving intrusive investigation, the implementation of remedial works if required and proposed mitigation measures.
  11. The submission of an Ecological Design Strategy.
  12. Details of landscaping arrangements and boundary treatment.
  13. The submission of a Construction Environmental Management Plan.
  14. The installation of electric vehicle charging points.
  15. The submission of a scheme detailing artificial lighting arrangements and restricting hours of operation.
  16. Details of any extract ventilation system to be installed.
  17. The new stand at PPG Canalside shall only be used in connection with football visitors associated with Huddersfield Town FC.
  
- (2) Secure a Section 106 agreement to formally link the closure of the existing Syngenta Club facilities to the provision of the new facilities at Mold Green Conservative Club; to include a list of the improvement works to be undertaken by Huddersfield Town Football Club at Mold Green Conservative Club.

A recorded vote was taken in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors; C Goodwin, S Hall, P Kane, A Pinnock, W Simpson and M Sokhal (6 votes).

Against: (0 votes)

### 8 **Planning Application - Application No: 2018/93372**

The Committee considered Planning Application 2018/93372 in respect of the installation of two highway surface water drainage attenuation basins on land adjacent to Hade Edge AFC, Snittle Road, Hade Edge, Holmfirth.

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In accordance with Council Procedure Rule 36(3), the Committee received a representation from Councillor Nigel Patrick (Ward Councillor).

**RESOLVED** - That consideration of the application be deferred to the next meeting and the following information be provided to the Committee:

- (i) Details of the soakaway drainage scheme, including drainage calculations.
- (ii) An explanation of how the scheme will work, by a Drainage Officer.
- (iii) The responsibilities of the associated private management company and timing of handover from the developer.
- (iv) Details of the restoration works for the land currently being used as a construction compound.

A recorded vote was taken in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors; C Goodwin, S Hall, P Kane, A Pinnock, W Simpson and M Sokhal (6 votes).

Against: (0 votes)

### 9 **Planning Application - Application No: 2018/90234**

The Committee gave consideration to Planning Application 2018/90234 in respect of the erection of 4 camping pods, a shower/changing facility block and warden accommodation at land off Black Sike Lane, Holmfirth.

In accordance with Council Procedure Rule 37, the Committee received representations from Jeremy Child (the applicant's agent) and Dave Trueman (the applicant).

**RESOLVED** - That approval of the application and the issuing of the decision notice be delegated to the Head of Development and Master Planning in order to complete the list of conditions, including those contained within the report, as set out below:

- (1) Time limit (3 years)
- (2) Development in accordance with approved plans
- (3) Warden's block and pods to be removed from the site and the land reinstated in the event that the approved camping use ceases. (The full wording of this condition to; specify an appropriate time period after which the use will be determined to have ceased and be shared with Members of the Committee and Ward Councillors prior to the issue of the decision notice)
- (4) Warden's block only to be occupied by staff in connection with the security and operation of the business and their dependants
- (5) No services to be run to the tents
- (6) Warden's accommodation block/changing facilities to be constructed on sleepers
- (7) Details of the surfacing of the track from the parking area to the tents
- (8) Approval of facing materials for warden's accommodation/changing facilities

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- (9) Details of passing places to Black Sike Lane and passing places to be provided before development brought into use
- (10) Reporting of unexpected contamination
- (11) Details of package treatment facility
- (12) Details of flood evacuation plan
- (13) Scheme for new tree planting
- (14) Development in accordance with Arboricultural Impact Assessment
- (15) Development in accordance with Ecological Construction Management Plan
- (16) Development in accordance with Landscape and Ecological Management Plan
- (17) Parking provision in accordance with plans
- (18) Passing Places on Black Sike Lane in accordance with Transport Assessment
- (19) Removal of fishing day tickets to ensure traffic generation is below current usage.

A recorded vote was taken in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors; C Goodwin, S Hall, P Kane, A Pinnock, W Simpson and M Sokhal (6 votes).

Against: (0 votes)

**10 Exclusion of the Public**  
Determined.

**11 Planning Application - Application No: 2018/90234**  
The Committee received exempt information in respect of Application 2018/90234 (Agenda Item 9).