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Kirklees Council



Council Chamber - Town Hall, Huddersfield

Tuesday 10 March 2020

Dear Member

The Council will meet on Wednesday 18 March 2020 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.

2: Apologies for absence

Group Business Managers to submit any apologies for absence.

3: Minutes of Previous Meeting

1 - 10

To agree and authorise the Mayor to sign the Minutes of Council held on 12 February 2020

4: Declaration of Interests

11 - 12

The Councillors will be asked to advise if there are any items listed on the Agenda in which they have a Disclosable Pecuniary Interest, which would prevent them from participating in any discussion or vote on the item, or any other interest.

5: Petitions (From Members of the Council)

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

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.

(Any person wishing to make a deputation is requested to contact andrea.woodside@kirklees.gov.uk / leigh.webb@kirklees.gov.uk (tel 01484 221000) and will be required to complete a form at least 24 hours in advance of the meeting).

7: Public Question Time

The Committee will hear any questions from the general public.

8: West Yorkshire Combined Authority - Minutes

13 - 48

To receive the Minutes of the Meeting of the West Yorkshire Combined Authority held on 1 August 2019, 10 October 2019 and 9 January 2020.

9: Members' Allowances Independent Review Panel (MAIRP) 2020/21 (Reference from Corporate Governance and Audit Committee) 49 - 68

To consider the report.

Contact: Carl Whistlecraft – Head of Democracy and Place Based Working.

10: Pay Policy Statement 2020/21 (Reference from Personnel Committee) 69 - 84

To consider the report.

Contact: Deborah Lucas – Head of Peoples Services

11: Motor Neurone Disease Charter 85 - 90

To consider the report.

Contact: Richard Parry - Strategic Director for Adults and Health

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

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.

13: Minutes of Cabinet and Cabinet Committee -Local Issues 91 - 128

To receive for information; the Minutes of Cabinet held on 8 October 2019, 12 November 2019, 3 December 2019, 14 January 2020, 20 January 2020, 28 January 2020 and Cabinet Committee – Local Issues held on 25 September 2019 and 29 January 2020

14: Holding the Executive to Account

- (a) To receive a Portfolio Update from the Portfolio Holder for Housing and Democracy, Councillor Scott
 - (b) Oral Questions/Comments to Cabinet Members on their Portfolios and relevant Cabinet Minutes;
 - (i) Housing and Democracy (Councillor Scott)
 - (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) Learning, Aspiration and Communities Portfolio (Councillor Pattison)
 - (viii) The Leader of the Council
 - (ix) The Deputy Leader of the Council / Regeneration (Councillor McBride)
-

15: Minutes of Other Committees

129 -
274

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) Standards Committee
 - (ix) Strategic Planning Committee
-

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 S Hall)
 - (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)
-

17: Motion Submitted in accordance with Council Procedure Rule 14 as to Composition of Planning Committees

To consider the following Motion in the names of Councillors Martyn Bolt and David Hall;

“This Council recognises that:

- planning decisions are often the most controversial decisions which councillors have a duty to take;
- the determination of planning matters is a non-political, fact- and policy-based judgement, in which all elected members have an annual opportunity for training and all committee

members should receive basic and update training;

- Kirklees residents should have confidence that elected members on planning committees will not vote along political lines.

This Council therefore resolves:

- that to maintain public confidence and to abide by the spirit of non-politically based decision making, no one party group should have 50% or more of the members on a planning committee or sub-committee;
 - to direct that officers bring forward a report to the Corporate Governance and Audit Committee to effect that change, with a recommendation to the annual meeting as to the political composition of planning committees and sub-committees.”
-

18: Motion Submitted in Accordance with Council Procedure Rule 14 as to Housing Development on Flood Prone Land

To consider the following Motion in the names of Councillors David Hall, John Lawson, Andrew Cooper, Charles Greaves, Shabir Pandor and Peter McBride;

“This Council notes that:

- There was a recent announcement by Sir James Bevan, Chief Executive of the Environment Agency, who cautioned that building new homes on floodplains should be resisted and that building on flood-prone land is worsening the damage to surrounding areas. Homes should only be built on floodplains where there are no alternatives and on condition that the homes are designed to be resilient to flooding.

This Council, therefore, resolves that:

- The Leader of the Council writes to the Secretary of State for Environment, Food and Rural Affairs expressing the Council’s concern about the impact of flooding on communities across the borough and requesting additional support and investment for local flooding mitigation measures.
- The Leader of the Council writes to the Environment Agency, urging them to expedite a review of the Kirklees flood zones, to ensure that all future planning applications have full regard to flooding implications and are based on the latest information.”

19: Response to Motion of Council - Pension Credit

275 -
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To receive the response of the Department for Digital, Culture, Media and Sport to the Motion of Council, approved on 15 January 2020, as to Pension Credit.

By Order of the Council

A handwritten signature in cursive script, appearing to read "J. Geelman".

Chief Executive

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Contact Officer: Leigh Webb

COUNCIL

KIRKLEES COUNCIL

**At the Meeting of the Council of the Borough of Kirklees held at
Council Chamber - Town Hall, Huddersfield on Wednesday 12 February 2020**

PRESENT

The Mayor (Councillor Mumtaz Hussain) in the Chair

COUNCILLORS

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

104 Announcements by the Mayor and Chief Executive

The Council Monitoring Officer reminded Council of the restrictions applying to voting under Section 106 of the Local Government Act 1992, in respect of Agenda Item 5 (Minute No.108 refers).

The Mayor referred to a charity event being held on 29 February and encouraged all Members to attend and support the event.

105 Apologies for absence

Apologies for absence were received on behalf of Councillors Mahmood Akhtar, Martyn Bolt and John Taylor

106 Minutes of Previous Meeting

RESOLVED – That the Minutes of Council held on 15 January 2020 be approved as a correct record.

107 Declaration of Interests

In regards to Agenda Item 5 (Minute No.108 refers); (i) A table of granted dispensations was tabled (attached). (ii) Further to the table submitted, Councillor Paola Antonia Davies and Councillor Habiban Zaman had been granted dispensations as property owners.

108 Budget 2020/2023

It was moved by Councillor Pandor and seconded by Councillor Turner, that;

(i) General Fund Revenue

- the draft Revenue Budget 2020-2023 be approved, as attached at Appendix A
- the forecast levels of statutory and other Council reserves, as set out at Appendix Bii, be noted
- the strategy for the use of balances and reserves be approved (paragraph 2.17 refers)
- a further reassessment of reserves requirements be undertaken at year end and reported to Members as part of the 2019-2020 financial outturn and rollover report (paragraph 2.17.8 refers)
- the Council's continued participation in the North and West Yorkshire business rates pool for 2020-2021 be noted and that approval be given in principle to the new arrangements for the 2020-2021 pool, as set out at Appendix I, with authority being delegated to the Service Director (Legal, Governance and Commissioning) in conjunction with the Service Director (Finance), to finalise the new arrangements with the City Solicitor of Leeds City Council (paragraph 2.3.6 refers)
- the Council Tax requirement for 2020-2021 be approved (Appendix G refers)
- the Council's Statutory S151 Officer's positive assurance statement be noted (paragraphs 3.3.1 – 3.3.21 refer)
- the Council's Statutory S151 Officer be given delegated authority to amend how the finally approved precepts are recorded in the Council's revenue budget in line with the final notifications received following decisions by the Office of Police and Crime Commissioner, the Fire

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and Rescue Authority and Parish Councils, should these be received after 12 February 2020 (paragraph 3.1.3 refers)

(ii) Treasury Management

- the borrowing strategy be approved (paragraphs 2.15-2.21 refer)
- the investment strategy be approved (paragraphs 2.22-2.31 and Appendices A and B refer)
- the policy for provision of repayment of debt (minimum revenue provision/MPR) be approved (paragraphs 2.32-2.36 and Appendix C refer)
- the treasury management indicators be approved (Appendix D refers)
- the Investment Strategy (non-treasury investments) (Appendix E refers) be approved

(iii) Capital

- the updated Capital Plan 2019-2025 be approved (Appendix A)
- the Capital Strategy (including Prudential Indicators), as detailed at Appendix F, be approved

(iv) Housing Revenue Account

- the draft Housing Revenue Account Budget for 2020-2023 be approved (appendix A refers)
- the strategy for the use of the Housing Revenue Account reserves, as set out at paragraph 2.19.7, be approved

Whereupon, it was moved by Councillor R Smith and seconded by Councillor Holmes by way of AMENDMENT, that;

		2020-2021	2021-2022	2022-2023
		£k	£k	£k
DEVELOPMENTS				
Recycling/Climate Change/Waste Strategy				
· Bulky Waste Collection: better service)			
· Improving tip conditions and accessibility)			
· Fly-tipping enforcement)	100	100	100
· Recycling in schools, recycling education)			
· Feasibility: single-use plastic ban		20	0	0
· Further action to address air pollution and climate change		0	750	750
Transport Infrastructure				
· Roads/signs maintenance devolved to ward members		250	250	250
· Flockton Bypass feasibility study		150	0	0
· Investment in CCTV		50	50	50
Other Revenue Initiatives				
· Book Fund		25	25	25
Total Developments		595	1175	1175

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Add extra capital finance required		40	240	480
Limit council tax increase in year 1 to 1%		1808	1861	1915
		2443	3276	3570
CAPITAL				
Extra Road resurfacing		3000	3000	3000
Capitalise Transformation Team		1000	1000	1000
Total Capital Developments		4000	4000	4000
SAVINGS/EFFICIENCIES				
· Convert Democracy Commission to task & finish group		-20	-20	-20
· Cease Trade Unions support costs		-125	-125	-125
· Double target for Council-wide efficiencies		-500	-1000	-1500
Re-Capitalise Transformation Team		-1000	-1000	-1000
Use of uncommitted (contingency) MRP		0	-1929	-925
Defer planned MRP release to reserves by one year		-798	798	0
Total Savings/efficiencies		-2443	-3276	-3570
Total revenue effect		0	0	0

Whereupon, it was moved by Councillor Greaves and seconded by Councillor Lyons by way of AMENDMENT, that;

GENERAL FUND REVENUE	20/21	21/22	22/23
	£000	£000	£000
school buses	100	100	100
ward based revenue fund +£30k per ward	690	690	690
youth provision in school	250	250	250
financial assistance for community libraries	60	60	60
kirklees youth council	50	50	50
extend village library opening to 25 hrs pw	40	40	40
capital financing costs	60	360	720
total revenue	1250	1550	1910
Funded by :			
apply uncommitted (contingency) MRP in-year		-800	-910
defer MRP transfer to reserves to later years	-250	250	
re-capitalise transformation costs	-1000	-1000	-1000
total funding	-1250	-1550	-1910
Revenue effect	0	0	0

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GENERAL FUND CAPITAL	20/21	21/22	22/23
	£000	£000	£000
re-capitalise transformation costs	1000	1000	1000
town & villages fund (£10.5M over 10 years)	2000	2000	2000
local road/footway fund (£11.5M over 5 years)	2300	2300	2300
schools climate change education project	300	300	300
private sector hard to treat homes	400	400	400
total capital	6000	6000	6000
<u>HRA</u>			
Retirement Living Schemes - request for service to explore potential future capital investment in these schemes			

Whereupon, it was moved by Councillor Lee-Richards and seconded by Councillor Cooper by way of AMENDMENT, that;

<u>Developments - General Fund</u>				
REVENUE		20/21	21/22	22/23
Kirklees climate commission (£100k per annum over 5 yrs)		100	100	100
Community action climate projects		1500	1500	
renewable energy (electricity)		45	45	45
Global covenant of mayors		40	40	40
capital financing costs		37	222	432
total revenue		1722	1907	617
CAPITAL		20/21	21/22	22/23
New Build Passivhaus support scheme (£4m over 4 years)		1000	1000	1000
Private sector hard to to treat homes fund (£4m over 4 years)		1000	1000	1000
Assumed £2m external funding offset (£2m over 4 years)		-500	-500	-500
Schools Climate change education project (£5m over 5 years)		1000	1000	1000
Conversion to electric vehicles project		200	0	0
Transformation Team re-capitalisation		1000	1000	1000
total capital		3700	3500	3500
Funded by :		20/21	21/22	22/23
Transformation Team Re-Capitalisation		-1000	-1000	-1000
Defer release of MRP transfer to reserves		-483		483
Apply uncommitted (contingency) MRP in-year		-239	-907	-100
		-1722	-1907	-617

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Capital Developments - HRA	20/21	21/22	22/23
HRA - carbon reduction fund	2000	2000	2000
Funded by :			
HRA general reserves (sinking fund)	-2000	-2000	-2000

Whereupon, it was moved by Councillor Lawson and seconded by Councillor Marchington by way of AMENDMENT, that;

Developments - General Fund			
REVENUE	20/21	21/22	22/23
	£000	£000	£000
free large item collection (1 year pilot)	170		
Young People engagement	100		
Capital financing costs	48	285	345
total revenue	318	285	345
CAPITAL	20/21	21/22	22/23
	£000	£000	£000
Highways - roads	2000		
Highways - pavements	1000	1000	1000
Electric Vehicle Scheme	1500		
Skateboard park	250		
total capital	4750	1000	1000
Funded by :	20/21	21/22	22/23
	£000	£000	£000
defer uncommitted MRP transfer to reserves to later years	-318	318	
apply uncommitted (contingency) MRP		-603	-345
	-318	-285	-345

The Conservative Group Amendment, as proposed by Councillor R Smith, and seconded by Councillor Holmes, on being put to the vote, was LOST.

In accordance with the requirements of Council Procedure Rule 19 (7), the vote was taken by Recorded Vote, which was as follows;

FOR: Councillors Bill Armer, Donna Bellamy, Donald Firth, Charlotte Goodwin, Michelle Grainger-Mead, David Hall, Lisa Holmes, Vivien Lees-Hamilton, Aleks Lukic, Bernard McGuin, Nigel Patrick, Elizabeth Smaje, Richard Smith, Kath Taylor, Mark Thompson and Michael Watson. (16 votes)

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AGAINST: Councillors Masood Ahmed, Karen Allison, Gulfam Asif, Aafaq Butt, Cahal Burke, Andrew Cooper, Nosheen Dad, Paola Antonia Davies, Paul Davies, Richard Eastwood, Eric Firth, Charles Greaves, Steve Hall, Erin Hill, James Homewood, Mayor (Mumtaz Hussain), Yusra Hussain, Christine Iredale, Manisha Kaushik, Viv Kendrick, Musarrat Khan, John Lawson, Susan Lee-Richards, Fazila Loonat, Gwen Lowe, Terry Lyons, Naheed Mather, Andrew Marchington, Peter McBride, Richard Murgatroyd, Alison Munro, Darren O'Donovan, Shabir Pandor, Carole Pattison, Mussarat Pervaiz, Amanda Pinnock, Andrew Pinnock, Kath Pinnock, Mohammad Sarwar, Cathy Scott, Will Simpson, Anthony Smith, Mohan Sokhal, Graham Turner, Sheikh Ullah, Harpreet Uppal, Rob Walker, Lesley Warner, Paul White, Habiban Zaman. (50 votes)

The Independent Amendment, as proposed by Councillor Greaves and seconded by Councillor Lyons, on being put to the vote, was LOST.

In accordance with the requirements of Council Procedure Rule 19 (7), the vote was taken by Recorded Vote, which was as follows;

FOR: Councillors Karen Allison, Andrew Cooper, Charles Greaves, Susan Lee-Richards, Aleks Lukic, Terry Lyons and Paul White. (7 votes)

AGAINST: Councillors Masood Ahmed, Bill Armer, Gulfam Asif, Donna Bellamy, Aafaq Butt, Nosheen Dad, Paul Davies, Donald Firth, Eric Firth, Charlotte Goodwin, Michelle Grainger-Mead, David Hall, Steve Hall, Erin Hill, Lisa Holmes, James Homewood, Mayor (Mumtaz Hussain), Yusra Hussain, Manisha Kaushik, Viv Kendrick, Musarrat Khan, Vivien Lees-Hamilton, Fazila Loonat, Gwen Lowe, Naheed Mather, Peter McBride, Bernard McGuin, Richard Murgatroyd, Darren O'Donovan, Shabir Pandor, Nigel Patrick, Carole Pattison, Mussarat Pervaiz, Amanda Pinnock, Mohammad Sarwar, Cathy Scott, Will Simpson, Elizabeth Smaje, Richard Smith, Mohan Sokhal, Kath Taylor, Mark Thompson, Graham Turner, Sheikh Ullah, Harpreet Uppal, Rob Walker, Lesley Warner, Michael Watson and Habiban Zaman. (49 Votes)

ABSTAINED: Councillors Cahal Burke, Paola Antonia Davies, Richard Eastwood, Christine Iredale, John Lawson, Andrew Marchington, Alison Munro, Andrew Pinnock, Kath Pinnock and Anthony Smith (10 Votes)

The Green Party Amendment, as proposed by Councillor Lees-Richards and seconded by Councillor Cooper, on being put to the vote was LOST.

In accordance with the requirements of Council Procedure Rule 19 (7), the decision was taken by Recorded Vote as follows;

FOR: Councillors Karen Allison, Cahal Burke, Andrew Cooper, Paola Antonia Davies, Richard Eastwood, Charles Greaves, Christine Iredale, John Lawson, Susan Lee-Richards, Terry Lyons, Andrew Marchington, Alison Munro, Andrew Pinnock, Kath Pinnock, Anthony Smith and Paul White (16 votes)

AGAINST: Councillors Masood Ahmed, Bill Armer, Gulfam Asif, Donna Bellamy, Aafaq Butt, Nosheen Dad, Paul Davies, Donald Firth, Eric Firth, Charlotte Goodwin, Michelle Grainger-Mead, David Hall, Steve Hall, Erin Hill, Lisa Holmes, James

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Homewood, Mayor (Mumtaz Hussain), Yusra Hussain, Manisha Kaushik, Viv Kendrick, Musarrat Khan, Vivien Lees-Hamilton, Fazila Loonat, Gwen Lowe, Aleks Lukic, Naheed Mather, Peter McBride, Bernard McGuin, Richard Murgatroyd, Darren O'Donovan, Shabir Pandor, Nigel Patrick, Carole Pattison, Mussarat Pervaiz, Amanda Pinnock, Mohammad Sarwar, Cathy Scott, Will Simpson, Elizabeth Smaje, Richard Smith, Mohan Sokhal, Kath Taylor, Mark Thompson, Graham Turner, Sheikh Ullah, Harpreet Uppal, Rob Walker, Lesley Warner, Michael Watson and Habiban Zaman. (50 votes)

The Liberal Democrat Amendment, as proposed by Councillor Lawson and seconded by Councillor Marchington, on being put to the vote was LOST.

In accordance with the requirements of Council Procedure Rule 19 (7), the decision was taken by Recorded Vote as follows;

FOR: Councillors Karen Allison, Cahal Burke, Andrew Cooper, Paola Antonia Davies, Richard Eastwood, Charles Greaves, Christine Iredale, John Lawson, Susan Lee-Richards, Aleks Lukic, Terry Lyons, Andrew Marchington, Alison Munro, Andrew Pinnock, Kath Pinnock, Anthony Smith and Paul White. (17 Votes)

AGAINST: Councillors Masood Ahmed, Bill Armer, Gulfam Asif, Donna Bellamy, Aafaq Butt, Nosheen Dad, Paul Davies, Donald Firth, Eric Firth, Charlotte Goodwin, Michelle Grainger-Mead, David Hall, Steve Hall, Erin Hill, Lisa Holmes, James Homewood, Mayor (Mumtaz Hussain), Yusra Hussain, Manisha Kaushik, Viv Kendrick, Musarrat Khan, Vivien Lees-Hamilton, Fazila Loonat, Gwen Lowe, Naheed Mather, Peter McBride, Bernard McGuin, Richard Murgatroyd, Darren O'Donovan, Shabir Pandor, Nigel Patrick, Carole Pattison, Mussarat Pervaiz, Amanda Pinnock, Mohammad Sarwar, Cathy Scott, Will Simpson, Elizabeth Smaje, Richard Smith, Mohan Sokhal, Kath Taylor, Mark Thompson, Graham Turner, Sheikh Ullah, Harpreet Uppal, Rob Walker, Lesley Warner, Michael Watson and Habiban Zaman. (49 votes)

Whereupon the Substantive Motion was put to the vote, CARRIED and it was therefore **RESOLVED**;

(i) General Fund Revenue

- the draft Revenue Budget 2020-2023 be approved, as attached at Appendix A
- the forecast levels of statutory and other Council reserves, as set out at Appendix Bii, be noted
- the strategy for the use of balances and reserves be approved (paragraph 2.17 refers)
- a further reassessment of reserves requirements be undertaken at year end and reported to Members as part of the 2019-2020 financial outturn and rollover report (paragraph 2.17.8 refers)
- the Council's continued participation in the North and West Yorkshire business rates pool for 2020-2021 be noted and that approval be given in principle to the new arrangements for the 2020-2021 pool, as set out at Appendix I, with authority being delegated to the Service Director (Legal, Governance and Commissioning) in conjunction with

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- the Service Director (Finance), to finalise the new arrangements with the City Solicitor of Leeds City Council (paragraph 2.3.6 refers)
- the Council Tax requirement for 2020-2021 be approved (Appendix G refers)
- the Council's Statutory S151 Officer's positive assurance statement be noted (paragraphs 3.3.1 – 3.3.21 refer)
- the Council's Statutory S151 Officer be given delegated authority to amend how the finally approved precepts are recorded in the Council's revenue budget in line with the final notifications received following decisions by the Office of Police and Crime Commissioner, the Fire and Rescue Authority and Parish Councils, should these be received after 12 February 2020 (paragraph 3.1.3 refers)

(ii) Treasury Management

- the borrowing strategy be approved (paragraphs 2.15-2.21 refer)
- the investment strategy be approved (paragraphs 2.22-2.31 and Appendices A and B refer)
- the policy for provision of repayment of debt (minimum revenue provision/MPR) be approved (paragraphs 2.32-2.36 and Appendix C refer)
- the treasury management indicators be approved (Appendix D refers)
- the Investment Strategy (non-treasury investments) (Appendix E refers) be approved

(iii) Capital

- the updated Capital Plan 2019-2025 be approved (Appendix A)
- the Capital Strategy (including Prudential Indicators), as detailed at Appendix F, be approved

(iv) Housing Revenue Account

- the draft Housing Revenue Account Budget for 2020-2023 be approved (appendix A refers)
- the strategy for the use of the Housing Revenue Account reserves, as set out at paragraph 2.19.7, be approved

In accordance with the requirements of Council Procedure Rule 19 (7), the decision was taken by Recorded Vote as follows;

FOR: Councillors Masood Ahmed, Gulfam Asif, Aafaq Butt, Nosheen Dad, Paul Davies, Eric Firth, Steve Hall, Erin Hill, James Homewood, Mayor (Mumtaz Hussain), Yusra Hussain, Manisha Kaushik, Viv Kendrick, Musarrat Khan, Fazila Loonat, Gwen Lowe, Naheed Mather, Peter McBride, Richard Murgatroyd, Darren O'Donovan, Shabir Pandor, Carole Pattison, Mussarat Pervaiz, Amanda Pinnock, Mohammad Sarwar, Cathy Scott, Will Simpson, Mohan Sokhal, Graham Turner, Sheikh Ullah, Harpreet Uppal, Rob Walker, Lesley Warner, Habiban Zaman (34 votes)

AGAINST: Councillors Karen Allison, Bill Armer, Donna Bellamy, Cahal Burke, Andrew Cooper, Paola Antonia Davies, Richard Eastwood, Donald Firth, Charlotte Goodwin, Michelle Grainger-Mead, Charles Greaves, David Hall, Lisa Holmes, Christine Iredale, Vivien Lees-Hamilton, John Lawson, Susan Lee-Richards, Aleks

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Lukic, Terry Lyons, Bernard McGuin, Andrew Marchington, Alison Munro, Nigel Patrick, Andrew Pinnock, Kath Pinnock, Elizabeth Smaje, Anthony Smith, Richard Smith, Kath Taylor, Mark Thompson, Michael Watson, Paul White (32 Votes)

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

Signed: Dated:

NOTES

Disclosable Pecuniary Interests

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

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

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

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

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

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

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

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

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

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

(b) either -

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

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



**MINUTES OF THE MEETING OF THE
WEST YORKSHIRE COMBINED AUTHORITY
HELD ON THURSDAY, 1 AUGUST 2019 AT COMMITTEE ROOM A,
WELLINGTON HOUSE, LEEDS**

Present:

Councillor Susan Hinchcliffe (Chair)	Bradford Council
Councillor Tim Swift MBE (Deputy Chair)	Calderdale Council
Councillor Keith Aspden	City of York 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
Councillor Shabir Pandor	Kirklees Council
Councillor John Pennington	Bradford Council

In attendance:

Councillor Kim Groves	Chair, Transport Committee
Councillor Peter Harrand	Chair, Overview & Scrutiny Committee (to minute 29)
Ben Still	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority
Caroline Allen	West Yorkshire Combined Authority
Dave Pearson	West Yorkshire Combined Authority (minute 29)
Ruth Chaplin	West Yorkshire Combined Authority

22. Apologies for Absence

Apologies for absence were received from Roger Marsh.

23. Chair's Comments

The Chair welcomed everyone to the meeting on Yorkshire Day and provided an update on the latest discussions on devolution and the Combined Authority and Leeds City Region LEP's response to the Treasury Select Committee's inquiry into imbalances in the UK economy. The submission highlighted the current imbalance in investment with Yorkshire and The Humber receiving among the lowest levels of Government spending per head in the country on economic development and transport. The response to the inquiry had provided the opportunity to show that further devolution was urgently needed

to empower local political and business leaders to work together to make decisions affecting the Leeds City Region.

The Chair also updated the meeting in respect of devolution. The One Yorkshire Leaders have written to the new Prime Minister setting out and seeking his commitment to new proposals to urgently unlock the benefits of devolution. Councillor Hinchcliffe reported that she and Councillor Blake had had positive discussions with Robert Jenrick, in his previous role in the Treasury. In the recent Cabinet reshuffle, Robert Jenrick had been appointed as the new Secretary of State for Housing, Communities and Local Government. It was hoped that there would be further dialogue with Government to the proposed interim arrangements within each sub region to allow meaningful devolution within Yorkshire between now and 2022.

24. Declarations of Disclosable Pecuniary Interests

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

25. 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 Appendices 1, 2, 3 & 4 to Agenda Item 10 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.

26. Minutes of the Meeting of the Combined Authority held on 27 June 2019

Resolved: That the minutes of the meeting of the West Yorkshire Combined Authority held on 27 June 2019 be approved and signed by the Chair.

27. 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:

- Kirklees Cycling and Walking Early Gateway Transformation Package
- Ultra-Low Emission Bus (ULEB)
- Kirklees Transport Model

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

- A629 Phase 4
- Harrogate Road – New Line Junction Improvement
- Halifax Station Gateway

- York Outer Ring Road Junctions Improvement Programme – Phase 1

Members discussed the ULEB and Clean Bus Technology schemes. A change request (activity 6) for the Clean Bus Technology Fund had been recommended to the Combined Authority for approval by the Investment Committee and the funding arrangements for both schemes was clarified. The significant difference both schemes would make in respect of climate change was highlighted and it was noted that all reports considered by the Investment Committee now looked at the impact projects would have on climate change.

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

Resolved:

- (a) In respect of Kirklees Cycling and Walking Early Gateway Transformation Package -

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

- (i) That the Kirklees Cycling and Walking Early Gateway Transformation Package proceeds through decision point 2 (case paper) and work commences on activity 5 (full business case with finalised costs).
- (ii) That an indicative approval is given to the Combined Authority's contribution of £1.895 million, which will be funded through the Transforming Cities 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). The total project value is £2.2 million.
- (iii) That development costs of £337,000 are approved (including £150,000 for advanced construction works on the Huddersfield element) in order to progress the scheme to decision point 5 (full business case with finalised costs).
- (iv) 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 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 Ultra-Low Emission Bus (ULEB) -

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

- (i) That the Ultra-Low Emission Bus (ULEB) scheme proceeds through decision point 2 and work commences on activity 5 (full

business case with finalised costs)

- (ii) That an indicative approval is given to the Combined Authority's contribution of £1.650 million which will be funded through £1.033 million from Leeds Public Transport Investment Programme (LPTIP) and £617,000 from the DfT ULEB scheme funding, 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 is £2.7 million.
- (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 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 Kirklees Transport Model -

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

- (i) That the Kirklees Transport Model project proceeds through decision point 2 (case paper) and work commences on activity 5 (full business case with finalised costs).
- (ii) That an indicative approval to the West Yorkshire Combined Authority's contribution of £167,000 (which will be funded through £167,000 from 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 is £334,000.
- (iii) That future approvals are made in accordance with the approval pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to West Yorkshire Combined Authority's Managing Director following a recommendation by West Yorkshire 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 Clean Bus Technology Fund -

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

- (i) That the increase in total scheme costs from £6.088 million to £9.570 million, (an increase of £3.482 million) be approved. This increase is funded from £2.976 million of additional DEFRA grant and an estimate of a further £506,000 bus operator match

contribution.

- (ii) That the increase of the Combined Authority's contribution to the scheme from £5.06 million to £8.036 million, (an increase of £2.976 million) be approved. This will be funded from the additional DEFRA grant awarded to the Combined Authority.
- (iii) The revised delivery timescales to 31 March 2020.
- (iv) That the Combined Authority enter into a grant agreement with the preferred bus operator/s following procurement, for expenditure of up to £2.976 million, to be funded from the additional DEFRA grant secured by the Combined Authority.
- (v) That future approvals are made in accordance with the approval pathway and approval route outlined in the submitted report 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.

(a) Ultra-Low Emission Bus (ULEB) (Transport Scheme)

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

- (a) That the Ultra-Low Emission Bus (ULEB) scheme proceeds through decision point 2 and work commences on activity 5 (full business case with finalised costs)
- (b) That an indicative approval is given to the Combined Authority's contribution of £1.650 million which will be funded through £1.033 million from Leeds Public Transport Investment Programme (LPTIP) and £617,000 from the DfT ULEB scheme funding, 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 is £2.7 million.
- (c) 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 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.

28. HS2 Consultation Response

The Combined Authority considered a report of the Director of Policy, Strategy and Communications which provided an update on the proposed response to

the HS2 Phase 2b Design Refinement Consultation which relates to changes to the proposed HS2 route between Woodlesford and the HS2 Leeds station.

The proposed amendment was for the line between Leeds and Woodlesford to be predominantly on a viaduct rather than a combination of ground level, cutting and embankment. HS2 Ltd are currently consulting on the revised proposals which will have different impacts on the local communities.

Members discussed the changes and the proposed principles of the Combined Authority's response which were outlined in the submitted report together with their benefits and dis-benefits.

It was noted that Leeds City Council, as the planning authority, will be addressing local issues and an outline of their draft response was provided in the report. It was agreed that the Combined Authority's final consultation response be approved by the Transport Committee prior to submission on 6 September 2019.

Resolved:

- (a) That the principles of the consultation response as detailed in paragraphs 2.16 – 2.23 of the submitted report be endorsed.
- (b) That the final consultation response be approved by the Transport Committee prior to submission on the 6 September 2019.

29. Blake Jones Rail Review

The Combined Authority considered a report of the Director of Transport Services which provided an update on the Blake Jones and Williams Rail Reviews.

The "Blake Jones Review of the Rail North Partnership" had been published on 19 July 2019 and the summary document to the review was attached at Appendix 1. The review identified five recommendations for immediate action and a further four that rely on more fundamental change for longer term implementation which will be considered by the Williams Review. All the recommendations were set out in the submitted report.

The Authority welcomed the review and congratulated Councillor Blake on producing the comprehensive report. Members discussed the importance of the work which would lead to the changes and improvements vital to restoring passenger confidence and providing a robust and reliable rail service. In response, Councillor Blake thanked officers of the Combined Authority who had led on the work.

Councillor Blake updated the Authority on discussions which had been held at the Transport for the North (TfN) meeting held on 31 July 2019. TfN had agreed an Action Plan to deliver the recommendations of the Blake Jones Review and to strengthen the associated TfN governance. The recommendations would be brought forward as a matter of urgency although it was recognised that it would take some time to implement all the changes.

Members stressed that it was essential that scrutiny was in place to question any failures to deliver and that performance against the franchise was monitored. A report on TfN's progress with the Action Plan would be brought to a future meeting.

The report also provided an update in respect of the Williams Rail Review and the transcript of Keith Williams speech, which was made at a Northern Powerhouse Partnership event on 16 July 2019, was attached at Appendix 2.

Resolved:

- (a) That the outcome of the Blake Jones Review be endorsed.
- (b) That the update on the Williams Review be noted.
- (c) That an update on Transport for the North's Action Plan be brought to a future meeting.

30. Medium Term Financial Strategy and Budget 2020/21

The Combined Authority considered a report of the Director of Corporate Services which provided an update on the medium term financial strategy (MTFS) and budget planning for 2020/21.

The report set out the key challenges, issues and changes to be considered in setting the 2020/21 budget and establishing a viable MTFS beyond that date. The next phases of work will be overseen by the budget working group and they will consider the actions already taken, the assumptions underpinning the budget/MTFS and the options available to increase income, reduce expenditure and seek to balance the budget. It was noted that the actions required and impact on the business plan and financial strategy of the climate change emergency declaration will also be considered.

It was noted that public engagement is planned for later in the year and also engagement with local authority Directors of Finance.

A progress report would be brought to the next meeting.

Resolved: That the update on the medium term financial strategy and budget planning for 2020/21 be noted.

31. 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 2019/20 Corporate Plan headline indicators set out in Appendix 1 was noted. A risk workshop had been held with nominated members of the Combined Authority and the Governance and Audit Committee which had focussed on factors influencing the risk appetite

for the organisation. Work will now be undertaken to update the organisational risk appetite statement and a review of the Corporate Risk Management Strategy is progressing.

A summary of the 2019/20 current spend to budget was attached at Appendix 2 and it was noted that there were no 'red' areas of concern to report. The 2018/19 annual accounts had been presented to the external auditor, Mazars, and they had reported their findings to the Governance and Audit Committee. An unqualified audit opinion, without modification, was given on the financial statements and also an unqualified value for money conclusion.

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

32. Transforming Cities Fund

The Combined Authority considered a report of the Director of Policy, Strategy and Communications which provided an update on the Transforming Cities Fund (TCF).

It was noted that the TCF is central to contributing to the Combined Authority's core aims of enabling inclusive growth, boosting productivity, delivering 21st century transport and enabling clean growth.

The Tranche 2 'big bid' Transforming Cities Fund Strategic Outline Business Case (SOBC) had been submitted in draft form to the Department for Transport and members noted the update and considered the additional information including the risks associated with the submission and financial implications which were provided in the four exempt appendices. The final SOBC submission has to be made by 28 November 2019 through co-development with the Department for Transport (DfT) and grant approval would be made by March 2020.

It was reported that a Future Mobility Zone (FMZ) bid had been submitted to the DfT in May 2019 and this had successfully progressed to the second stage of development. Details regarding the FMZ were attached at exempt Appendix 4 and it was noted that a detailed submission was being developed and would be submitted in September 2019.

In order to place the Combined Authority and partners in the best position to deliver the programme, it was proposed to use capital of up to £3 million from the West Yorkshire plus Transport Fund Transformation Programme to fund the development work. It was agreed that approval for the release of funds to enable individual schemes to progress through the assurance process be delegated to the Combined Authority's Managing Director in consultation with the Chair of the Transport Committee. The Authority thanked Councillor Groves and the Transport Committee for their work in respect of the Transforming Cities Fund to date.

Resolved:

- (a) That the progress update and risks associated with the Tranche 2 'big bid' as set out in exempt Appendix 2 to the submitted report be noted.

- (b) That the Transforming Cities Fund (TCF) draft June Strategic Outline Business Case submission as set out in exempt Appendix 1 to the submitted report be noted.
- (c) That the progress update of the Future Mobility Zone bid as set out in exempt Appendix 3 to the submitted report be noted.
- (d) That the use of capital of up to £3 million from the West Yorkshire plus Transport Fund Transformation Programme to fund TCF development work in the short term, to place the Combined Authority and partners in the best possible position to deliver the TCF programme be approved.
- (e) That authority be delegated to the Combined Authority's Managing Director, in consultation with the Chair of the Transport Committee, to the release of funds for individual schemes to enable progression to Decision Point 1 and Decision Point 2 of the Assurance Framework.

33. Minutes and Notes for Information

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

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

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**MINUTES OF THE MEETING OF THE
WEST YORKSHIRE COMBINED AUTHORITY
HELD ON THURSDAY, 10 OCTOBER 2019 AT COMMITTEE ROOM A -
WELLINGTON HOUSE, LEEDS**

Present:

Councillor Susan Hinchcliffe (Chair)	Bradford Council
Councillor Jane Scullion (Substitute)	Calderdale 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
Councillor Shabir Pandor	Kirklees Council
Councillor John Pennington	Bradford Council
Councillor Andy D'Agorne (Substitute)	York Council

In attendance:

Councillor Peter Harrand	Chair, Overview & Scrutiny Committee
Ben Still	West Yorkshire Combined Authority
Caroline Allen	West Yorkshire Combined Authority
Alan Reiss	West Yorkshire Combined Authority
Dave Pearson	West Yorkshire Combined Authority
Angela Taylor	West Yorkshire Combined Authority
Ruth Chaplin	West Yorkshire Combined Authority

34. Apologies for Absence

Apologies for absence were received from Roger Marsh, Councillor Keith Aspden and Councillor Kim Groves, Chair, Transport Committee.

35. Declarations of Disclosable Pecuniary Interests

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

36. 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 6, Appendices 1, 2 and 3 to Agenda Item 7, Appendix 1 to Agenda Item 12 and Appendices 1 to 6 of Agenda Item 15 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.

37. Minutes of the Meeting of the Combined Authority held on 1 August 2019

Resolved: That the minutes of the meeting of the West Yorkshire Combined Authority held on 1 August 2019 be approved and signed by the Chair.

38. Brexit

The Combined Authority considered a report of the Director, Policy Strategy and Communications on Brexit.

Members discussed the organisational preparation being undertaken by the West Yorkshire Combined Authority (Combined Authority) and the Leeds City Region Local Enterprise Partnership (LEP) as the UK prepares to leave the European Union. The Combined Authority's business support actions were highlighted in the submitted report and it was noted that these were available to all companies, both urban and rural. The importance of establishing communication with those small businesses who had not yet engaged was stressed and, because of the fluctuating situation, Members asked that they be kept informed of any changes. A report would be brought to the next meeting.

The criteria for a proposed new Leeds City Region Brexit Business Support Scheme was agreed. The approach and scheme had been endorsed by the LEP Board on 25 September 2019 and a copy of the criteria was attached at Appendix 2. The scheme has been designed to provide SMEs with advice and guidance with issues directly related to Brexit.

Resolved:

- (a) That the update on the organisational preparation being undertaken by the Combined Authority and LEP as the UK prepares to leave the European Union be noted.
- (b) That the delivery of the Brexit Support scheme, as detailed in paragraph 2.4 of the submitted report be approved, in the event of a non-negotiated exit from the EU, from November 2019 to the end of March 2020 via the allocation of £2m from the overall Business Growth Programme (BGP) budget. This being subject to securing the required funding flexibility from the Department for Business, Innovation and Skills (BEIS) and no additional funding being provided directly by Government.

39. Capital Spending and Project Approvals

The Combined Authority considered a report of the Head of Portfolio Management Office on the progress and funding for the following schemes

through the Combined Authority's assurance process:

- Halifax Bus Station
- Clifton Business Park Enterprise Zone
- A65 Signals
- Temple Green Park and Ride
- Castleford Growth Corridor
- LCR Enterprise Zones – South Kirkby
- Steeton and Silsden Rail Park and Ride
- A61 (South) Corridor
- East Leeds Orbital Route (ELOR)

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

- Bradford City Centre Heritage Properties (Conditioning House)
- Leeds Flood Alleviation Scheme 2
- Gain Lane Enterprise Zone
- A62/A644 (Wakefield Road) Link Road
- A629 Phase 2
- Corridor Improvement Programme – A58/A672
- Corridor Improvement Programme – A646/A6033
- York Guildhall
- City Connect Phase 3 – Cooper Bridge Links
- Headrow City Centre Gateway
- Stourton Park and Ride
- Rail Park and Ride Programme – Mytholmroyd

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

Resolved:

(a) In respect of Halifax Bus Station –

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

- (i) That indicative approval to forecast scheme cost of £15.4 million, with delivery funding dependent on the TCF bid outcome be given.
- (ii) That approval of an additional £200,000 from the West Yorkshire plus Transport Fund, taking total approval to £566,415 be given.
- (iii) That expenditure up to £566,415 on the scheme, in partnership with Calderdale Council, be approved.
- (iv) 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 Clifton Business Park Enterprise Zone –

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

- (i) That the Clifton Business Park (Enterprise Zone) scheme proceeds through decision point 3 and work commences on activity 5 (full business case with finalised costs).
- (ii) That development costs of £3.156 million are approved in order to assist in progressing the scheme 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 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 A65 signals –

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

- (i) That the A65 Signals scheme proceeds through decision point 3 (outline business case) and work commences on activity 4 (full business case).
- (ii) That an indicative approval of £956,000 is given from the LPTIP 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). The total scheme cost is £1.209 million.
- (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 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.

(d) In respect of Temple Green Park and Ride –

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

- (i) That the Leeds Public Transport Investment Programme Temple

Green Park & Ride Extension project proceeds through outline business case (decision point 3) and work commences on full business case (decision point 4).

- (ii) That an indicative approval to the Combined Authority's contribution of £6.954 million (which will be funded through the Leeds Public Transport Investment Programme) is given, with full approval to spend being granted once the scheme has progressed through the assurance process to full business case plus finalised costs (decision point 5). The total project value is £7.386 million.
 - (iii) That development costs of £841,000 are approved in order to progress the scheme to full business case plus finalised costs (decision point 5), with a further £1.42 million approved to fund land purchase costs expended at risk by Leeds City Council, taking total approval to £2.261 million.
 - (iv) That the Combined Authority enters into a variation of the existing Funding Agreement with Leeds City Council for Leeds Public Transport Investment Programme schemes, for expenditure of up to £2.261million from the Leeds Public Transport Investment Programme 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.
- (e) In respect of Castleford Growth Corridor –

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

- (i) That the Castleford Growth Corridor scheme proceeds through decision point 3 and work commences on activity 4 (FBC).
- (ii) That an indicative approval to the Combined Authority's contribution of £6.858 million to be funded from 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 (FBC with finalised costs). The total project value is £7.079 million.
- (iii) That development costs of £1.639 million are approved in order to progress the scheme to decision point 5 (FBC with finalised costs), of which £660,000 is to fund the business case development costs, with £979,000 to fund forecast land acquisition costs. This takes the total approval to £1.839 million.
- (iv) That the Combined Authority enters into an addendum to the

existing funding agreement with Wakefield Council for expenditure of up to £1.839 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 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.

- (f) In respect of South Kirkby Enterprise Zone –

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

- (i) That the South Kirkby Enterprise Zone scheme proceeds through decision point 3 and work commences on activity 5 (FBC with finalised costs).
- (ii) That an indicative approval to the Combined Authority's contribution of up to a maximum of £2.826 million which will be funded through the Local Growth Fund is given with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (FBC 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 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.

- (g) In respect of Steeton and Silsden Rail Car Park –

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

- (i) That the Steeton & Silsden Rail Car Park project proceeds through full business case with finalised costs (decision point 5) and work commences on activity 6 (Delivery).
- (ii) That approval to the total project value of £3.879 million is given from the West Yorkshire plus Transport Fund.
- (iii) That the Combined Authority enters into a Section 56 Rail Funding Agreement with Arriva Rail North for expenditure of up to £3.759 million from the West Yorkshire plus Transport Fund.
- (iv) That the Combined Authority enters in to a lease for Northern to use part of the Combined Authority owned car park as a temporary

compound.

- (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report 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.

- (h) In respect of the A61 (South) Corridor –

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

- (i) That the A61 (South) Corridor scheme proceeds through decision point 4 (Full business case) and work commences on full business case with finalised costs (decision point 5).
- (ii) That an indicative approval to the Combined Authority's contribution of £18.037 million, funded through Leeds Public Transport Investment Programme is given with full approval to spend being granted once the scheme has progressed through the assurance process to full business case with finalised costs (decision point 5). The total scheme cost is £18.247 million.
- (iii) That future approvals are made in accordance with the assurance pathway and approval route in the submitted report including at full business case with finalised costs (decision point 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 assurance tolerances outlined in the report.

- (i) In respect of East Leeds Orbital Route –

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

- (i) That the East Leeds Orbital Route project proceeds through decision point 5 and work commences on activity 6 (delivery).
- (ii) That approval to the Combined Authority's contribution of £90.33 million to be funded through the West Yorkshire plus Transport Fund, is given. The total project value is £147.49 million.
- (iii) That the Combined Authority enters into an addendum to the existing funding agreement with Leeds City Council for additional expenditure of £64.473 million, taking the total approval to £90.33 million.
- (iv) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 6 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.

40. Transforming Cities Fund

The Combined Authority considered a report of the Director, Policy, Strategy and Communications on the Transforming Cities Fund.

It was reported that there had been intensive negotiation and discussion with all the District Councils in preparing a comprehensive proposal, which if successful, would be transformational for the Leeds City Region. The Strategic Outline Business Case is required to be submitted to Government by 28 November 2019 and it was agreed that delegation of the final strategy be given to the Combined Authority's Managing Director in consultation with the Chair of the Transport Committee.

Resolved: That the Combined Authority delegates approval to submit the Transforming Cities Fund Strategic Outline Business Case to the Managing Director, in consultation with the Chair of the Transport Committee.

41. Tackling the Climate Emergency

The Combined Authority considered a report of the Director, Policy, Strategy and Communications on the proposed work to tackle the climate emergency and promote clean growth, in pursuit of the Leeds City Region becoming net zero-carbon.

Members discussed the ongoing work and plans being undertaken by the Combined Authority and Leeds City Region Local Enterprise Partnership which was outlined in the submitted report and appendices. It was noted that the Combined Authority had developed a new corporate approach to embedding clean growth including reducing carbon emissions and tackling the climate emergency.

The value of continuing to work with partners and sharing information was highlighted. The need to continue to raise awareness through engagement and communications with stakeholders was essential and, in this respect, Members were advised that some town and parish councils in Calderdale were providing carbon literacy training which was being well received.

It was acknowledged that greater investment and resource was needed to achieve the zero-carbon target and all funding options will be explored. It was hoped that the Autumn Budget would make funding provision in order to deliver their ambition.

Progress reports would be brought to future meetings.

Resolved: That the work to promote clean growth and tackle the climate emergency be endorsed.

42. Devolution

The Combined Authority considered a report of the Director, Policy, Strategy and Communications which provided an update on progress towards securing devolution to Leeds City Region.

It was noted that the One Yorkshire Leaders had written to the new Prime Minister on 24 July 2019 outlining new devolution proposals and a copy was attached at Appendix 1. Recent statements from the Prime Minister had highlighted the enthusiasm for devolution in Yorkshire. Official conversations had now begun with the West Yorkshire Leaders and Government Ministers to discuss an interim devolution agreement for the Leeds City Region and the progress was welcomed.

Resolved: That the progress made and next steps on devolution to Leeds City Region be noted.

43. Spending Reviews and Local Industrial Strategy

The Combined Authority considered a report of the Director, Policy, Strategy and Communications on spending reviews and local industrial strategy (LIS).

It was noted that the Combined Authority and Leeds City Region Local Enterprise Partnership (LEP) had made a submission to the Treasury Select Committee inquiry on regional imbalances in the UK economy and a copy was attached at Appendix 1. The key messages of the submission were outlined in the report and these had been highlighted by Roger Marsh, as Chair of the NP11 consortium of Northern local enterprise partnerships at the recent Convention of the North.

In respect of the Government's priorities and 2019 Spending Round, it was reported that due to the shortened timescale, Combined Authority officers had engaged with Government officials and set out priorities across transport, energy, economic services, flooding and devolution. The 2019 Autumn Budget was due at the beginning of November 2019.

Members discussed the proposed City Region's approach to working in partnership with constituent authorities on interconnected strategic milestones over the next 18 months. These will help to boost productivity, better connect communities and grow the economy in a clean and inclusive way. The proposed actions and timetable to use a new LIS to target the 2020 Spending Review were set out in the table in paragraph 2.12 of the submitted report. This drew together sharper institutional leadership, emerging strategy and a prioritised pipeline of compelling investment propositions which are being developed and had been built on discussions with constituent authorities.

The outcome of the LEP Board awayday, which had focussed on progress of the LIS development, was noted. The LIS set the context for investment propositions to be discussed with Government ahead of the full Spending Review and refresh of the Northern Powerhouse Strategy which was expected in Autumn 2020. The LIS was being co-designed with Government, and would be submitted in December 2019 and published in March 2020.

Resolved:

- (a) That the successful Convention of the North with NP11 and supported by Government, and its key messages be noted.
- (b) That the outcome of the 2019 Spending Round and the proactive steps taken to pursue investments for transport, energy, flooding, digital infrastructure and economic services be noted.
- (c) That the outcome of the LEP Board's awayday be endorsed.
- (d) That the milestones to use a new local industrial strategy to target the 2020 Spending Review with developing compelling investment propositions, as set out in paragraph 2.12 of the submitted report, be approved.

44. Future Bus Options

The Combined Authority considered a report of the Director, Policy, Strategy and Communications on future bus options.

Members discussed the report which sought approval to explore options arising from the sale of First West Yorkshire including, but not limited to, potentially participating in the sale.

It was noted that technical and legal support was needed to assist the Combined Authority in ensuring all options are initially explored. Members supported the development of options and welcomed the possible opportunities which would benefit the travelling public and enhance the ambition to effect a modal shift to bus travel.

It was reported that an online petition with over 500 signatures in support of the proposed actions had been created and handed to the Combined Authority.

It was proposed that delegation be given to the Combined Authority's Managing Director, in consultation with the Chair of the Combined Authority, to engage with the process of the sale of First West Yorkshire Ltd. Members were assured that any significant decisions would be considered at future meetings of the Combined Authority.

Resolved:

- (a) That options arising from the sale of First West Yorkshire, including but not limited to potentially participating in the sale, be explored.
- (b) That spending of up to £200,000 on legal and consultancy support to assist with the development of options for future bus services in West Yorkshire be approved.

- (c) That delegation be given to the Combined Authority's Managing Director, in consultation with the Chair of the Combined Authority, to engage with the process of the sale of First West Yorkshire Ltd referring any significant decisions arising from this to the Combined Authority.

45. Future Approach to Business Finance

The Combined Authority considered a report of the Director, Policy, Strategy and Communications which provided an update on work in relation to business finance, in particular on future plans for grants and loans.

It was noted that the Combined Authority and Leeds City Region Enterprise Partnership were developing options for a new loan fund that responds to current market needs.

Further information was provided in Exempt Appendix 1 and it was noted that the LEP Board had discussed the matter in detail at their meeting held on 25 September 2019. Members were asked to forward any comments on the exempt appendix to the Combined Authority's Director, Policy, Strategy and Communications.

A further report would be brought to a future meeting.

Resolved: That the report and information provided in Exempt Appendix 1 on the future approach to business finance be noted.

46. Corporate Planning and Performance

The Combined Authority considered a report of the Director, 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 2019/20 Corporate Plan headline indicators was set out in Appendix 1. It was reported that the risk relating to Brexit preparedness had been revised to more accurately capture the current level of uncertainty. Consideration was also being given to any specific risks relating to the work being done on the climate emergency and clean growth and the risk register will be updated to reflect this.

A summary of the 2019/20 current spend to budget was attached at Appendix 2 and it was noted that there were no 'red' areas of concern to report. Work was ongoing to forecast the final outturn and a report would be brought to the next meeting.

Members noted the work being undertaken on the detailed business plan and budget 2020/21. A full draft revenue and capital budget will be brought to the next meeting together with the updated reserves strategy.

Resolved:

- (a) That the information provided on corporate performance be noted.

- (b) That the budget work underway be noted.

47. Governance Report

The Combined Authority considered a report of the Director, Corporate Services on the following governance issues:

- Appointments to Combined Authority committees and panels, further to the annual meeting and minor amendments to governance documents.
- The appointment of an additional independent member to the Governance and Audit Committee.
- An amendment to the quorum of the Governance and Audit Committee in Procedure Standing Orders.
- A minor amendment to representation on the Business Innovation and Growth Panel.

Members noted the details outlined in the submitted report. The appointments to Combined Authority committees and panels which had been awaiting confirmation by partner councils were attached at Appendix 1. It was reported that since publication of the agenda, a further change had been made to the appendix as Kirklees Council had notified the Authority that Councillor Rob Walker would replace Councillor Manisha Kaushik as a substitute member of the Overview and Scrutiny Committee.

Resolved:

- (a) That the appointments to panels and committees as set out in Appendix 1, and the amendment notified by Kirklees Council that Councillor Rob Walker would replace Councillor Manisha Kaushik as substitute member of the Overview and Scrutiny Committee, be noted.
- (b) That the appointment of Joanna Wardman as an independent member of the Governance & Audit Committee for the 2019/20 municipal year be approved.
- (c) That, further to the recommendation to appoint an additional independent member of the Governance & Audit Committee and to comply with legislation, the amendment of Procedure Standing Orders to increase the quorum of the Committee from 3 to 4 members be endorsed.
- (d) That the amendments to the Members' Code of Conduct and the Conflicts of Interest Protocol made by the Head of Legal and Governance Services be noted.
- (e) That the minor amendment to membership of the Business Innovation and Growth Panel to facilitate the appointment of a non-voting member from the wider health-tech/digital health sector as set out in paragraph 2.5 of the submitted report be endorsed.

48. European Structural and Investment Funds (ESIF) – Sustainable Urban Development (SUD)

The Combined Authority considered a report of the Director, Corporate Services on the European Structural and Investment Funds (ESIF) – Sustainable Urban Development (SUD).

It was reported that the Investment Committee had considered the detail and endorsed the advice included in the outline assessment forms and the respective conditions which were attached as exempt Appendices 2-6.

In its role as the Intermediate Body (IB), the Combined Authority considered and agreed the advice provided in the exempt appendices. The assessment forms will now be submitted to the Ministry of Housing, Communities and Local Government (MHCLG) as Managing Authority, for their consideration.

It was also agreed that in order for applications to be progressed, and to avoid delays, any future requests to approve minor amendments to projects as requested by MHCLG, be delegated to the Director, Corporate Services in consultation with the Chairs of the Combined Authority and Investment Committee.

Resolved:

- (a) That the advice included in the outline assessment forms and any respective conditions at Part 3 of Exempt Appendices 2-3 be approved by the Combined Authority, in its role as the Intermediate Body for the SUD part of the ESIF programme.
- (b) That the advice included in the full assessment forms at Part 2 of Exempt Appendices 4-6 be approved by the Combined Authority, in its role as the Intermediate Body for the SUD part of the ESIF programme to allow the Managing Authority to issue a funding agreement subject to the proposed conditions set out in the full assessments being fully met.
- (c) That the Combined Authority, in its role as the Intermediate Body for the SUD part of the ESIF programme, delegate approval to minor changes to projects where requested by Ministry of Housing, Communities and Local Government to the Director, Corporate Services in consultation with the Chairs of the Combined Authority and Investment Committee.

49. Progress on the Transformation Programme

The Combined Authority considered a report of the Managing Director which provided an update on progress in implementing the organisation's Transformation Programme.

Resolved: That the report be noted.

50. Minutes for Information

The Combined Authority noted the minutes of the committees and panels 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 be noted.

**MINUTES OF THE MEETING OF THE
WEST YORKSHIRE COMBINED AUTHORITY
HELD ON THURSDAY, 9 JANUARY 2020 AT COMMITTEE ROOM A -
WELLINGTON HOUSE, LEEDS**

Present:

Councillor Susan Hinchcliffe (Chair)	Bradford Council
Councillor Tim Swift MBE (Deputy Chair)	Calderdale Council
Councillor Andy D'Agorne (Substitute)	York Council
Councillor Judith Blake CBE	Leeds City Council
Roger Marsh OBE	Leeds City Region Enterprise Partnership
Councillor Peter McBride (Substitute)	Kirklees Council
Councillor John Pennington	Bradford Council

In attendance:

Councillor Kim Groves	Chair, Transport Committee
Councillor Peter Harrand	Chair, Overview & Scrutiny Committee
Peggy Haywood	MHCLG (minute 58 only)
Ben Still	West Yorkshire Combined Authority (to minute 57)
Angela Taylor	West Yorkshire Combined Authority
Caroline Allen	West Yorkshire Combined Authority (to minute 57)
Ruth Chaplin	West Yorkshire Combined Authority
Seamus McDonnell	West Yorkshire Combined Authority (minute 58 only)
Heather Waddington	West Yorkshire Combined Authority (minute 58 only)

51. Apologies for Absence

Apologies for absence were received from Councillors Aspden, Golton, Hall, Jeffery and Pandor.

52. Declarations of Disclosable Pecuniary Interests

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

53. 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 1 to Agenda Item 5 and Appendices 1, 2, 3 and 4 to Agenda Item 8 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.

54. Minutes of the Meeting of the Combined Authority held on 10 October 2019

Resolved: That the minutes of the meeting of the West Yorkshire Combined Authority held on 10 October 2019 be approved and signed by the Chair.

55. Capital Spending and Project Approvals

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

- Leeds Transport Model
- Leeds City Region Skills for Growth
- Bradford Interchange Carriageway Works
- Connecting Innovation
- White Rose Station
- Leeds Bus Station Gateway
- A58 Beckett Street & York Street
- Infirmary Street Gateway
- A660 Holt Lane

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

- LTP – Integrated Transport Block – Districts' Programmes
- Bradford Shipley Route Improvement
- Wakefield South East Gateway – Rutland Mills
- Leeds PIPES District Heating Network

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

Members noted the update on the current status of the Leeds City College Quarry Hill project which were attached as Exempt Appendix 1. The appendix set out consideration for the completion of the Quarry Hill project and subsequent repayment of the Combined Authority loan and outlined the recommendations of the Investment Committee held on 4 December 2019.

Resolved:

- (a) In respect of Leeds Transport Model Update 2020 -

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

- (i) That the Leeds Transport Model Update 2020 project proceeds through Decision Point 2 and work commences on Activity 5 (full business case with finalised costs).
- (ii) That an indicative approval of £600,000 is given from the West Yorkshire plus Transport Fund towards a total scheme cost of £1.2 million with full approval to spend being granted once the scheme has progressed through the assurance process to Decision Point 5.
- (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 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 submitted report.

- (b) In respect of Leeds City Region Skills for Growth –

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

- (i) That the Leeds City Region Skills for Growth programme proceeds through decision point 2 and work commences on activity 5 (full business case with finalised costs).
- (ii) That an indicative approval to the Combined Authority's contribution of £2.429 million (which will be funded through £1.464 million from the ESIF fund and £964,925 from the Local Skills Fund is given with full approval to spend being granted once the outcome of the ESIF bid is known and the scheme has progressed through the assurance process to decision point 5. The total project value is £2.929 million with the remaining £500,000 to be raised from business sponsorship.
- (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 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 Bradford Interchange Carriageway Works -

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

- (i) That the Bradford Interchange Carriageway Works proceeds through decision point 2 and work commences on Activity 4 (full business case).
 - (ii) That an indicative approval to the total project value of £2 million is given from the Local Transport Plan - Integrated Transport Block with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5.
 - (iii) That development costs of £461,400 are approved in order to progress the scheme to decision point 5.
 - (iv) That the Combined Authority enter into a Funding Agreement with City of Bradford Metropolitan District Council for expenditure up to £300,000.
 - (v) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report including at decision point 5 through a delegation to the 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.
- (d) In respect of ERDF – Connecting Innovation -
- That following a recommendation from the Investment Committee, the Combined Authority approves:
- (i) That the ERDF Connecting Innovation project proceeds through decision point 2 and work commences on Activity 5 (full business case).
 - (ii) That an indicative approval of £2,779,846, comprised of £750,961 from the Access to Capital Grants element of the Local Growth Fund and £2,028,885 from the European Regional Development Fund. The total project costs are £4,057,771 million, with Small Medium Enterprise match funding of £1,277,925 million.
 - (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 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) In respect of White Rose Station -
- That following a recommendation from the Investment Committee, the Combined Authority approves:
- (i) That the White Rose Station project proceeds through decision point 3 (outline business case) and work commences on activity 4 (full business case).

- (ii) That indicative approval to the total project value of £5 million has been given from the LPTIP 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 development costs of £2.611 million are approved in order to progress the scheme to decision point 5 (full business case with finalised costs), taking the total project approval to £3.111 million.
 - (iv) That the Combined Authority enters into a Funding Agreement with the developer for expenditure of up to £1.9 million from the LPTIP Fund.
 - (v) 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 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.
- (f) In respect of Leeds Bus Station Gateway -

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

- (i) That the Leeds Public Transport Improvement Programme Leeds Bus Station Gateway 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 to the total project value of £4.984 million is given from the Leeds Public Transport Investment Programme 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 development costs of £350,000 are approved in order to progress the scheme to decision point 5.
- (iv) That the Combined Authority enters into a variation to the Funding Agreement with Leeds City Council for release of expenditure of £350,000 from the LPTIP Fund for further project development.
- (v) 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 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.

(g) In respect of A58 Beckett Street & York Street -

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

- (i) That the A58 Beckett Street and York Street proceeds through decision point 3 (Outline business case) and work commences on activity 4 (full business case).
- (ii) That an indicative approval to the total project value of £14.536 million is given from the Leeds Public Transport Investment Programme fund with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5 (FBC 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 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.

(h) In respect of LCCP Infirmery Street -

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

- (i) That the Infirmery Street Gateway scheme proceeds through decision point 4 and work commences on activity 5 (full business case with finalised costs).
- (ii) That an indicative approval to the total project value of £8.90 million is given from the West Yorkshire plus Transport 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 Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

(i) In respect of LPTIP: A660 Holt Lane -

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

- (i) That the A660 Holt Lane project proceeds through decision point 5 and work commences on activity 6 (Delivery).
- (ii) That approval to the total project value of £1.150 million is given

from the LPTIP fund.

- (iii) That the Combined Authority enters into an addendum to the Funding Agreement with Leeds City Council for expenditure of up to £1.150 million from the LPTIP Fund.
- (iv) That future approvals are made in accordance with the assurance pathway and approval route outlined in the submitted report 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.
- (j) In respect of Leeds City College, the Combined Authority approves the recommendations of the Investment Committee on the 4 December 2019 as outlined in Exempt Appendix 1 of the submitted report.

(a) Bradford Interchange Carriageway Works

Resolved: In respect of Bradford Interchange Carriageway Works -

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

- (a) That the Bradford Interchange Carriageway Works proceeds through decision point 2 and work commences on Activity 4 (full business case)
- (b) That an indicative approval to the total project value of £2 million is given from the Local Transport Plan - Integrated Transport Block with full approval to spend being granted once the scheme has progressed through the assurance process to decision point 5.
- (c) That development costs of £461,400 are approved in order to progress the scheme to decision point 5.
- (d) That the Combined Authority enter into a Funding Agreement with City of Bradford Metropolitan District Council for expenditure up to £300,000.
- (e) 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 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) Connecting Innovation (Economic Scheme)

Resolved: In respect of ERDF – Connecting Innovation -

That following a recommendation from the Investment Committee, the

Combined Authority approves:

- (a) That the ERDF Connecting Innovation project proceeds through decision point 2 and work commences on Activity 5 (full business case plus).
- (b) That an indicative approval of £2,779,846, comprised of £750,961 from the Access to Capital Grants element of the Local Growth Fund and £2,028,885 from the European Regional Development Fund. The total project costs are £4,057,771 million, with Small Medium Enterprise match funding of £1,277,925 million.
- (c) 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 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) White Rose Station

Resolved: In respect of White Rose Station -

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

- (a) That the White Rose Station project proceeds through decision point (outline business case) and work commences on activity 4 (full business case).
- (b) That indicative approval to the total project value of £5 million has been given from the LPTIP 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).
- (c) That development costs of £2.611 million are approved in order to progress the scheme to decision point 5 (full business case with finalised costs), taking the total project approval to £3.111 million.
- (d) That the Combined Authority enters into a Funding Agreement with the developer for expenditure of up to £1.9 million from the LPTIP Fund.
- (e) 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 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.

(d) Leeds Bus Station Gateway

Resolved: In respect of Leeds Bus Station Gateway -

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

- (a) That the Leeds Public Transport Improvement Programme Leeds Bus Station Gateway project proceeds through decision point 3 (outline business case) and work commences on activity 5 (full business case with finalised costs)
- (b) That an indicative approval to the total project value of £4.984 million is given from the Leeds Public Transport Investment Programme 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)
- (c) That development costs of £350,000 are approved in order to progress the scheme to decision point 5.
- (d) That the Combined Authority enters into a variation to the Funding Agreement with Leeds City Council for release of expenditure of £350,000 from the LPTIP Fund for further project development.
- (e) 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 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) A58 Beckett Street and York Street

Resolved: In respect of A58 Beckett Street & York Street -

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

- (a) That the A58 Beckett Street and York Street proceeds through decision point 3 (Outline business case) and work commences on activity 4 (Full business case)
- (b) That an indicative approval to the total project value of £14.536 million is given from the Leeds Public Transport Investment Programme fund with full approval to spend being granted once

the scheme has progressed through the assurance process to decision point 5 (FBC with finalised costs).

- (c) 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.

(f) Leeds City Centre Package - Infirmary Street Gateway

Resolved: In respect of LCCP Infirmary Street -

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

- (a) That the Infirmary Street Gateway scheme proceeds through decision point 4 and work commences on activity 5 (full business case with finalised costs).
- (b) That an indicative approval to the total project value of £8.90 million is given from the West Yorkshire plus Transport 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).
- (c) 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 Combined Authority's Programme Appraisal Team. This will be subject to the scheme remaining within the tolerances outlined in the report.

56. Draft Budget & Business Plan 2020/21

The Combined Authority considered a report of the Director, Corporate Services which provided outline directorate business plans and the proposed draft revenue and capital budget for 2020/21.

The draft business plans for each directorate, which were attached at Appendix 1, were noted. These set out the priorities and focus for the coming year, aligned with the four corporate objectives. In respect of the 'supporting clean growth' objective, Members agreed the proposal for this to be renamed 'tackling the climate emergency'.

Members discussed the proposed draft revenue budget for 2020/21 attached at Appendix 2 which had been produced following scrutiny and input from the Authority, with the detail being overseen by the Budget Working Group. It was noted that work was continuing and external engagement through the

YourVoice portal on the Authority's website was being carried out. It was suggested that a link to the portal be provided in the Members' newsletter. Reports would also be considered by the Overview and Scrutiny and Governance and Audit Committees.

The draft capital budget was attached at Appendix 3 and set out the latest draft forecast budget for capital expenditure and funding by programme for up to 2022/23.

The final business plan and budget for 2020/21 including the reserves policy and treasury management statement will be brought to the next meeting on 6 February 2020.

Resolved:

- (a) That the draft business plan and revenue budget proposals for 2020/21 and draft capital budget be noted.
- (b) That the amended corporate priority of 'Tackling the Climate Emergency' be agreed.

57. Governance Arrangements

The Combined Authority considered a report of the Director, Corporate Services on the following governance issues:

- Changes to Wakefield Council's Combined Authority member, substitute member and West Yorkshire & York Investment Committee member.
- To appoint the Chair of the West Yorkshire & York Investment Committee.
- To appoint a Combined Authority member to the Transport Committee.
- To approve the appointment of 3 additional non-voting members to the Employment & Skills Panel to represent education and training providers.

Resolved:

- (a) That the changes in Wakefield Council's appointments to the Combined Authority and the West Yorkshire & York Investment Committee as detailed in paragraph 2.1 of the submitted report be noted.
- (b) That Councillor Denise Jeffery be appointed as Chair of the West Yorkshire & York Investment Committee.
- (c) That Councillor Denise Jeffery be appointed as the Combined Authority's member to the Transport Committee.
- (d) That a further two additional non-voting members be appointed to the Employment & Skills Panel to represent education and training

providers as detailed in Appendix 1 to the submitted report.

58. European Structural and Investment Funds (ESIF) – Sustainable Urban Development (SUD)

The Combined Authority considered a report of the Director, Corporate Services on the European Structural and Investment Funds (ESIF) – Sustainable Urban Development (SUD).

It was reported that the Investment Committee had considered the detail of the projects and endorsed the advice and selection decisions which included the assessment of one full application and two outline applications which were attached as Exempt Appendices 2-4 of the submitted report.

In its role as the Intermediate Body (IB), the Combined Authority discussed the advice and recommendations provided in the exempt appendices. In respect of Exempt Appendix 3, it was agreed that a decision be delegated to the Investment Committee pending further information being provided to them for consideration.

Resolved:

- (a) That the advice included in the outline assessment form and any respective conditions at Part 3 of Exempt Appendix 2 be approved by the Combined Authority, in its role as the Intermediate Body for the SUD part of the ESIF programme.
- (b) That a decision on Exempt Appendix 3 be delegated to the Investment Committee pending further information being provided to them for consideration at a future meeting.
- (c) That the advice included in the full assessment form at Part 2 of Exempt Appendix 4 be approved by the Combined Authority, in its role as the Intermediate Body for the SUD part of the ESIF programme to allow the Managing Authority to issue a funding agreement subject to the proposed conditions set out in the full assessments being fully met.



Name of meeting: Council

Date: Wednesday 18 March 2020

Title of report: Report of the Members' Allowances Independent Review Panel (MAIRP) 2020/21

Purpose of report: To recommend Council to approve the Members' Allowances Scheme for 2020/21, that takes account of recommendations proposed by the Members' Allowances Independent Review Panel regarding certain allowances.

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?	Not Applicable
Key Decision - Is it in the Council's Forward Plan (key decisions and private reports)?	No
The Decision - Is it eligible for call in by Scrutiny?	No
Date signed off by <u>Strategic Director</u> & name	Rachel Spencer-Henshall Yes – 30.01.20
Is it also signed off by the Service Director for Finance?	Yes – 29.01.20
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Yes – 30.01.20
Cabinet member portfolio	Councillor Graham Turner (Corporate) Yes – 10.02.20

Electoral wards affected: All

Ward councillors consulted: Not applicable

Public or private: Public

Has GDPR been considered? Yes, there is no personal data within the report.

1. Summary

This report sets out the recommendations of Corporate Governance and Audit Committee following their consideration of the report of the Members' Allowances Independent Review Panel. If agreed by Council, this will determine the Scheme and Allowances payable to Councillors for 2020/21. This will be effective from 1 April 2020.

2. Information required to take a decision

The Corporate Governance and Audit Committee, at its meeting on 6 March 2020, considered the attached report of the Members' Allowances Independent Review Panel which has put forward recommendations in respect of the Members' Allowances Scheme as set out below:

A meeting of the MAIRP has taken place to consider the Members' Allowances Scheme and make recommendations to the Council on certain allowances within the Scheme. The report of the Panel is attached at Appendix A and puts forward the recommendations that:

- (i) The current Basic Allowance be increased in line with the amount awarded to Kirklees Council officers (% yet to be agreed as national negotiations are ongoing) with effect from 1 April 2020.
- (ii) All Special Responsibility Allowances (SRAs) be increased in line with the amount awarded to Kirklees Council officers (% yet to be agreed as national negotiations are ongoing) with effect from 1 April 2020.
- (iii) Should the amount awarded to Kirklees Council officers not be agreed by 1 April 2020, any increase should be backdated to this date.

The draft Members' Allowances Scheme for 2020/21 which takes account of the recommendations of the MAIRP, is attached at Appendix B.

Given the amount awarded to Kirklees Council officers is not yet known, we are unable to report on the additional cost to the overall Scheme should the above mentioned recommendation be agreed and implemented.

3. Implications for the Council

- **Working with People**
Not applicable.
- **Working with Partners**
Not applicable.
- **Place Based Working**
Not applicable.

- **Climate Change and Air Quality**
Not applicable.
- **Improving outcomes for children**
Not applicable.
- **Other (eg Legal/Financial or Human Resources)**
None in addition to those detailed above.

Do you need an Integrated Impact Assessment (IIA)?

Not required.

4. Consultees and their opinions

The Allowances panel have been consulted on the contents of this report and agree that it accurately reflects the outcomes of their discussion.

None applicable to this report as there have been no changes as a result of consideration by Corporate Governance and Audit Committee.

5. Next steps and timelines

Following approval by Council the revised Scheme will be implemented with effect from 1 April 2020.

6. Officer recommendations and reasons

That Council consider and thereafter approve the recommendations of both the Corporate Governance and Audit Committee and the Members' Allowances Independent Review Panel with a view to determining the Members' Allowances Scheme for 20/21, with effect from 1 April 2020.

7. Cabinet Portfolio Holder's recommendations

Not applicable to this report.

8. Contact officer

Carl Whistlecraft
Head of Democracy and Place Based Working
carl.whistlecraft@kirklees.gov.uk
Tel: 01484 221000

9. Background Papers and History of Decisions

Report of Members' Allowances Independent Review Panel, January 2020.
Recommendation of Corporate Governance and Audit Committee on 6 March 2020.

10. Service Director responsible

Julie Muscroft
Service Director, Legal Governance and Commissioning

Report of The

**Kirklees Council
Members' Allowances
Independent Review
Panel**

10 January 2020

Carl Whistlecraft
Head of Democracy and Place Based Working
Civic Centre 3,
Huddersfield, HD1 2TG
01484 221000

1 Panel Membership

The Members of the Independent Review Panel are as follows:

Andrew Taylor (Chair)
Ian Brown
Chris West
Lynn Knowles
Stephen Thornton
Fiona Weston

The meeting of the Independent Review Panel took place on 10 January 2020.

The following officers attended the Panel meeting:

Carl Whistlecraft, Head of Democracy
Deborah Nicholson, Councillor Support & Liaison Manager

2 Terms of Reference

The Panel's Terms of Reference are:

- (a) To advise the Council on what would be the appropriate level of remuneration for Councillors having regard to the:
 - Roles Councillors are expected to fulfil
 - Varying roles of different Councillors
 - Practice elsewhere and other Local Authorities.
- (b) To consider schemes of Members Allowances for Town and Parish Councils as and when required.
- (c) To make recommendations and provide advice to the Council on any other issues referred to the Panel by regulation or by the Council.
- (d) The Council retains its power to remove a discredited Panel Member.
- (e) The Panel can appoint its Chair from amongst its Members.

3 Constitutional Issues

(a) Term of Office

It was agreed that the current Panel membership be retained and that all relevant terms of office be renewed until December 2020.

(b) Election of Chair of Independent Review Panel

Andrew Taylor was re-elected Chair of the Independent Review Panel.

4 Place Partnership Lead Councillor

At the Members' Allowances Independent Review Panel Meeting in July 2019, the Panel made the following recommendation:

(a) Following its evidence-led method of working the Panel would like to hear from the Place Partnerships Lead Councillors when the Panel meets in November 2019 to get a clearer idea of what work is involved and hear about what has (and has not) been achieved so far. They will consider reviewing the allowance at this time, alternatively the Panel will look at the allowance again when they meet in November 2020.

(b) The Panel would like to see evidence of the impact of the role and also positive outcomes relating to the pilot theme, Mental Health, Domestic Abuse.

(c) The Panel would also like to understand more about the relationship between the Place Partnerships Lead Councillors Role and the Cabinet Lead Member and also with the Councillors within their locality. They would like to know what the impact is, and how it has been achieved.

At its meeting on 10 January 2020 the Panel had the opportunity to meet with five of the Place Partnership Lead Members to discuss and explore the above mentioned points. In particular the Panel were keen to ensure that there was sufficient evidence of progress and more importantly to affirm that the role had been assigned the correct band within the overall scheme. In light of the evidence received the Panel made the following observations:

- That despite initial delays the role was now beginning to make real progress, with all Place Partnerships being able to evidence activity in line with the framework that had been co-produced by them;
- That this is an exciting and evolving initiative that will need time to develop properly and thereafter become embedded. This will take time, particularly in terms of being able to evidence impact and positive outcomes;
- That the current Band recommended by the Panel has been fixed at the correct level based on the evidence received;
- That the Panel will continue to revisit the role at future meetings to ensure that it is remunerated appropriately;
- That thought should be given to the ways in which engagement with Place Partnerships is included as part of the developing role profile for the Ward Councillor.

5 Representations from Group Leaders

The Panel received written representations from Cllr David Hall, Leader of the Conservative Group and Cllr Charles Greaves Leader of the Independent Group.

The Panel considered comments made relating to the Basic Allowance and Special Responsibility Allowance paid to Councillors and concluded that the Allowances Scheme as a whole would benefit from a full review with a view to recommending revision of the Scheme.

This review will take place in Summer 2020 and will have regard to the issues raised by the written submissions as well as by other developments.

6 SRA paid to the Chair of Standards Committee

At the Members' Allowances Independent Review Panel Meeting in November 2018, the Panel considered evidence from Julie Muscroft, Service Director for Legal, Governance and

Commissioning, in respect of the Chair of Standards role in the context of the wider allowances scheme. The Panel made recommendation that this be subject to review in 12 months.

The Panel considered evidence from Julie Muscroft, Service Director for Legal, Governance and Commissioning and Councillor Paul Davies, Chair of Standards, in respect of the Chair of Standards role in the context of the wider allowances scheme.

In light of the evidence received the Panel made the following observations:

- The Chair of Standards role has not diminished and indeed some additional levels of complexity have emerged. For example there have been a number of significant issues over the last 12 months, with one particular matter receiving 50 complaints, 30 of which went through the Standards process;
- Noted that the Committee on Standards in Public Life have published the outcomes of a consultation, some of the recommendations by CSPL were already in place in Kirklees or have been introduced since the report;
- The role is seen as extremely important in governance and key to giving the public confidence in terms of the accountability and oversight arrangements in place;
- An acknowledgement that there is a growing need for the work in this area to be proactive, addressing issues before they enter formal procedure and resolving them by employing techniques such as conflict resolution.

In considering the evidence the Panel recommends that the Chair of Standards continues to be paid at Band E. The role will be revisited as part of the full review of the Scheme in the Summer of 2020.

7 Councillor Role Profile

The Panel received a draft of the new Councillor Role Profile and noted and welcomed the breadth of consultation which had gone into it. This had included dialogue with citizens, officers and councillors.

The Panel recommended that the finalised Councillor Role Profile be brought back for consideration when the review of the Allowances Scheme takes place in Summer 2020. This final Role Profile will, as in the past, form the foundation of Panel's review of the Scheme.

8 Agree the rate for the Basic Allowance and Special Responsibility Allowance for 2020/21

The Panel considered changes to the Members allowance scheme for 2020/21.

In particular the Panel considered the following:

- (a) The Basic Allowance;
- (b) Special Responsibility Allowances (SRAs);

The Panel recommends that:

- (i) The current basic allowance be increased in line with the amount awarded to Kirklees Council officers (% yet to be agreed as national negotiations are ongoing) with effect from 1 April 2020.

- (ii) The increase of all special responsibility allowances (SRAs) in line with the amount awarded to Kirklees Council officers (% yet to be agreed as national negotiations are ongoing) with effect from 1 April 2020.
- (iii) Should the amount awarded to Kirklees Council officers not be agreed by 1 April 2020, any increase will be backdated to this date.

9 Consequential changes to the Scheme

There are no consequential changes to be made to the scheme.

Report produced on behalf of the Members Allowances Independent Review Panel by Carl Whistlecraft, Head of Democracy, January 2020.

Kirklees Council Members' Allowances Scheme 2020-2021

This Members' Allowances Scheme is made under the Local Authorities (Members' Allowances) (England) Regulations 2003, and the Local Government Pension Scheme and Discretionary Compensation (Local Authority Members in England) Regulations 2003. In making this scheme the Council had regard to the recommendations of its Members' Allowances Independent Review Panel, which met on 10 January 2020.

*** Amounts to be amended in line with the % amount awarded to Kirklees Council officers once national negotiations are complete.**

1. The Members' Allowances Scheme will apply from 1 April 2020 to 31 March 2021.

2. Basic allowances for ward duties*

2.1 The amount allocated per annum to each elected councillor for ward duties is £13,627 (plus agreed %)

2.2 The role of councillor is dynamic and the expectations and responsibilities associated with the role are constantly changing. This is an ongoing consideration in determining the basic allowance which recognises the level of responsibility, time devoted and expenses incurred in dealing with their constituents, political group and cross party discussions on a ward basis.

No additional payment will therefore be made for travel and subsistence costs for duties within the Kirklees district.

2.3 Basic allowances will be paid calendar monthly in arrears to each elected councillor in equal monthly instalments.

2.4 Where the term of office of a councillor begins or ends otherwise than on the 1 April 2020 or 31 March 2021 his/her entitlement to the allowance will be pro-rata.

3. Special responsibility allowances*

3.1 The amounts allocated per annum to councillors of specific duties, which are additional to the basic allowance are:-

	£ per year (plus agreed %)
Leader	25,658
Deputy leader	19,243
Band A	
Cabinet member	12,519
Band A1	
Chair of Overview and Scrutiny	11,267
Group Leader (30+ councillors)	11,267
Band B	
Group Leader (7-29 councillors)	10,016

Business Manager (30+ councillors)	10,016
Band B1	8,763
Band C	
Business Manager (20-29 councillors)	7,512
Band C1	
Chairs of Planning Committees	6,260
Lead Members of Scrutiny Panels	6,260
Band C2	
Police and Crime Panel Members	6,120
Band D	
Business Manager (7-19 councillors)	5,009
Chair of Licensing and Safety Committee	5,009
Band D1	
Group Leader (2-6 councillors)	3,757
Deputy Group Leader (12+ councillors)	3,757
Chair of Appeals panel	3,757
Band E	
Chair of Corporate Governance and Audit committee	2,503
Chair of Standards Committee	2,503
Business Manager (3-6 councillors)	2,503
Band E1	
Adoption Panel member	1,251
Day Rate	
Fostering Panel member	116

Chairs of Overview and Scrutiny Ad-Hoc Panels will receive £39.14 day split into half day sessions (2 x 4 hours) to commence at the start of formal meetings to their conclusion. The Overview and Scrutiny Management Committee will place a time allocation on the work of the ad-hoc panel.

- 3.2 The special responsibility allowance recognises the additional time and expenses incurred by those councillors effectively performing additional special responsibilities.
 - 3.3 Special responsibility allowances will be paid calendar monthly in arrears to the appropriate councillor in equal monthly instalments.
 - 3.4 Where the term of office entitling a councillor to a special responsibility allowance begins or ends otherwise than on the 1 April 2020 or 31 March 2021 his/her entitlement to the allowance will be pro-rata.
 - 3.5 No councillor shall receive more than one special responsibility allowance.
- 4. Renunciation of allowances**
- 4.1 A councillor may, by giving notice in writing to the Service Director – Legal, Governance and Commissioning, elect to forego any part of his/her entitlement to an allowance payable under this scheme.

5. Travel and subsistence outside the district

- 5.1 Travel and subsistence allowances for approved duties outside the district can be paid only:
- * approved duty are those as described in paragraph 8 of the Local Authorities (Members' Allowances) (England) Regulations 2003.
 - * any other duty approved by the body, or any duty of a class so approved, for the purpose of, or in connection with, the discharge of the functions of the body, or of any of its committees or sub-committees
 - * for approved duties previously authorised by the appropriate body (Cabinet or Overview and Scrutiny Management Committee) and Service Director – Legal, Governance and Commissioning. The approval must precede the performance of the duty and not be given retrospectively.

Claims for expenses must be made and received by the Service Director – Legal, Governance and Commissioning within two months of the expense being incurred.

- 5.2 Attendance at conferences: The Head of Democracy has delegated powers to determine councillor attendance at conferences etc.
- 5.3 Attendance at training and development events: The council will reimburse a councillor for travel and subsistence costs, at the approved rates, for training and development events. The appropriate Business Manager will approve councillor attendance.
- 5.4 The council will book accommodation on behalf of councillors to a maximum of the rates given in Appendix 1, subject to availability. Councillors requiring overnight accommodation may claim daytime meal allowance(s) in the usual way.
- 5.5 The authority will pay car mileage at HMRC rates and daytime subsistence allowances at the same rates determined for officers by the National Joint Council for Local Government Officers. The allowance rates are given at Appendix 1.
- 5.6 The rate of travel by public transport shall not exceed the amount of an ordinary fare or any available cheap fare and wherever possible should be arranged through Councillor Support to maximise available discounts and concessions.

Tickets or receipts must always accompany travel and subsistence claims for over £8.

- 5.7 Councillors' use of private motor vehicles should demonstrate either a substantial saving of the councillors' time, or being in the best interests of the council.
- 5.8 The rate of travel by taxicab will not normally exceed the fare for travel by appropriate public transport. In cases of urgency or where no public transport is reasonably available, the council will reimburse the amount of the actual fare and any reasonable gratuity. Taxi receipts more than £8 must support the claim.
- 5.9 Travel by any other hired vehicle is limited to the rate applicable had the vehicle belonged to the member who hired it unless prior approval to the actual cost of hiring.

- 5.10 The rate for travel by air should not exceed the rate applicable to travel by any appropriate alternative means of transport together with the equivalent saving in subsistence allowance.

Where the saving in time is so substantial as to justify payment of the fare for air travel the amount paid will not exceed:-

- (i) the ordinary fare or any cheap fare, or
- (ii) where no such service is available or in case of urgency the fare actually paid by the councillor.

6. Pensions

With effect from 1 April 2014, any Councillor who is not an active member of the Councillors pension scheme will no longer have access to the pension scheme. Councillors who are currently contributing to the pension scheme will only be allowed to remain in it, until the end of their current term in office. Councillors elected after April 2014 will not be entitled to access the pension scheme.

7. Parental Leave Policy

The Policy is set out at Appendix 2.

8. Dependants' carers' allowance

Councillors who need to engage carers to look after dependants whilst undertaking duties specified in regulation 7 of the Local Authorities (Members Allowances) (England) Regulations 2003 may receive a carers' allowance. The criteria are given at Appendix 3.

9. Support for a councillor with a disability

Even though local councillors are not explicitly covered by the Disability Discrimination Act Part II (employment provisions), it is an expectation on councils that they will make every reasonable effort to meet the individual needs of disabled councillors. The council will provide support for disabled councillors, where appropriate, by actively discussing an individual's needs and putting in place the necessary support mechanisms wherever practicable.

10. Information technology

Each councillor is offered a PC or laptop to be used in their homes through a broadband link and/or a smart device to assist them in the discharge of their functions as a councillor. Use of a smart device abroad is restricted to Council business only and councillors are encouraged to connect to wifi wherever possible.

11. Publicity

- 11.1 The regulations place certain duties on local authorities in connection with publicising the recommendations made by their independent remuneration panel, their scheme of allowances and the actual allowances paid to councillors in any given year:

The regulations require, as soon as reasonably practicable after the end of a year to which the scheme relates, that local authorities must make arrangements for the

publication in their area of the total sum paid by it to each recipient, in respect of each of the following:

- Basic allowance
- Special responsibility allowance
- Dependants' carers' allowance
- Travelling and subsistence allowance

12. Sickness and holiday

The scheme recognises the right of councillors to holiday and entitlement to sickness absence.

An entitlement is made for 28 days of holiday. During periods of sickness a councillor is not expected to make up any hours lost as a result of that illness.

13. Suspension of Allowance

Where a Member, since election has been convicted of any offence and has had passed on them a sentence of imprisonment (whether suspended or not) for a period of not less than three months without the option of a fine, the Council shall suspend any part of any allowance payable from the date of sentence. Such suspension shall remain in force until such time as section 80 of the Local Government Act 1972 (disqualification for election and holding office as member of a local authority) takes effect.

14. Education appeals panel members

Members of Education Appeals Panels (who are not elected councillors of Kirklees Council), will receive an allowance of £116 (plus agreed %) for a full day meeting and £66 (plus agreed %) for meetings less than four hours. Periods of adjournment will not be included in the allowance payment.

APPENDIX 1

Travel and subsistence rates from 1 April 2020 (for approved duties performed outside Kirklees only)

1. Motor mileage rates

Car

First 10,000 business miles in the tax year: 45p per mile
Each business mile over 10,000 in the tax year: 25p per mile

Bicycle or other non-motorised forms of transport: 20p per mile

Motor cycle (for journeys less than 10,000 miles per year): 24p per mile

Passenger supplements: The supplement remains unchanged; an increase in the above rates by 5p per person per mile not exceeding four passengers.

(Subject to change by HMRC)

Members of the council shall be entitled to an official parking permit for use when undertaking official council duties and otherwise used in accordance with the rules relating to their use, and specifically to take account of the contribution to parking permits in line with any residents charge as agreed by Council on 19 February 2014.

2. Day subsistence

Breakfast allowance £6.06
(more than 3 hours away from normal place of residence before 11.00 a.m.)

Lunch allowance £8.37
(more than 3 hours away from normal place of residence to include the period 12.00 noon - 2.00 p.m.)

Tea allowance £3.29
(more than 3 hours away from normal place of residence to include the period 3.00 p.m. - 6.00 p.m.)

Evening meal allowance £10.35
(more than 3 hours away from normal place of residence ending after 7.00 p.m.)

3. Overnight accommodation costs up to:

London/LGA annual conference £105.00
Outside London £90.00
(maximum room/bed-breakfast rates per person per night, but subject to availability)

4. Meals on trains

Where **main meals (i.e. breakfast, lunch or dinner) are taken on trains** during a period for which there is an entitlement for a day subsistence allowance, the reasonable cost of meals (including VAT) may be reimbursed in full. This reimbursement would replace the entitlement to the day subsistence allowance for the appropriate meal period. Councillors are asked to submit receipts for meals when claiming.

Parental Leave Policy

Introduction

This Policy sets out Members' entitlement to maternity, paternity, shared parental and adoption leave and relevant allowances.

The objective of the policy is to ensure that insofar as possible Members are able to take appropriate leave at the time of birth or adoption, that both parents are able to take leave, and that reasonable and adequate arrangements are in place to provide cover for portfolio-holders and others in receipt of Special Responsibility Allowances (SRA) during any period of leave taken.

Improved provision for new parents will contribute towards increasing the diversity of experience, age and background of local authority councillors. It will also assist with retaining experienced councillors – particularly women – and making public office more accessible to individuals who might otherwise feel excluded from it.

There is at present no legal right to parental leave of any kind for people in elected public office. This applies to MPs as well as councillors, and has been the subject of lengthy debate. These policies can therefore only currently be implemented on a voluntary basis. Discussions are ongoing about changing the law to enable compulsory provision.

Legal advice has been taken on these policies, and they conform with current requirements.

1. Leave Periods

1.1 Members giving birth are entitled to up to 52 weeks maternity leave.

1.2 Where the birth is premature the leave will commence the day after the birth takes place. The Member is entitled to take up to 52 weeks maternity leave.

1.3 If your baby is born prematurely and you have already started your maternity leave, there is the option for you to request extended leave at the end of the maternity leave.

1.4 Members shall be entitled to take a minimum of 2 weeks paternity leave if they are the biological father or nominated carer of their partner/spouse following the birth of their child(ren).

1.5 A Member who has made Shared Parental Leave arrangements through their employment is requested to advise the Council of these at the earliest possible opportunity. Every effort will be made to replicate such arrangements in terms of leave from Council.

1.6 Where both parents are Members leave may be shared up to a maximum of 50 weeks. Special and exceptional arrangements may be made in cases of prematurity.

1.7 A Member who adopts a child through an approved adoption agency shall be entitled to up to 52 weeks adoption leave.

1.8 Any Member who takes maternity, shared parental or adoption leave retains their legal duty under the Local Government Act 1972 to attend a meeting of the Council within a six

month period unless the Council Meeting agrees to an extended leave of absence prior to the expiration of that six month period.

1.9 Any Member intending to take maternity, paternity, shared parental or adoption leave will be responsible for ensuring that they comply with the relevant notice requirements of the Council, both in terms of the point at which the leave starts and the point at which they return.

1.10 Any member taking leave should ensure that they respond to reasonable requests for information as promptly as possible, and that they keep officers and colleagues informed and updated in relation to intended dates of return and requests for extension of leave.

2. Basic Allowance

2.1 All Members will receive:

- 6 weeks at 90% of the Basic Allowance.
- 33 weeks at half the Basic Allowance plus the equivalent weekly amount paid of Statutory Maternity/Adoption pay.

3. Special Responsibility Allowances

3.1 Members entitled to a Special Responsibility Allowance whilst on Maternity, Paternity, Shared Parental or Adoption Leave will receive:

- 6 weeks at 90% of the Special Responsibility Allowance.
- 33 weeks at half the Special Responsibility Allowance.

3.2 Where a replacement is appointed to cover the period of absence that person shall receive an SRA on a pro rata basis for the period of the temporary appointment.

3.3 The payment of Special Responsibility Allowances, whether to the primary SRA holder or a replacement, during a period of maternity, paternity, shared parental or adoption leave shall continue for a period of 39 weeks, or until the date of the next Annual Meeting of the Council, or until the date when the member taking leave is up for election (whichever is soonest).

3.4 Should a Member appointed to replace the member on maternity, paternity, shared parental or adoption leave already hold a remunerated position, the ordinary rules relating to payment of more than one Special Responsibility Allowances shall apply.

3.5 Unless the Member taking leave is removed from their post at an Annual General Meeting of the Council whilst on leave, or unless the Party to which they belong loses control of the Council during their leave period, they shall return at the end of their leave period to the same post, or to an alternative post with equivalent status and remuneration which they held before the leave began.

4. Resigning from Office and Elections

4.1 If a Member decides not to return at the end of their maternity, paternity, shared parental or adoption leave they must notify the Council at the earliest possible opportunity. If a Member decides not to return or does not return for 33 weeks, The Council is entitled to claim back the 33 weeks allowance paid at 50%. If a Member fails to return for a full 33 weeks a proportion of the allowance will be claimed back.

4.2 If an election is held during the Member's maternity, paternity, shared parental or adoption leave and they are not re-elected, or decide not to stand for re-election see point 4.1.

Kirklees Council

COUNCILLORS' ALLOWANCES

Criteria for dependants' carers' allowance

1. Councillors who care for children or dependants can claim a carer's allowance paid at the rate of the national minimum wage for age 21 and above (currently £8.20 per hour), subject to paragraph 3 below.
2. Payment is claimable in respect of children aged 14 years or under. In respect of dependant relatives, payment is claimable subject to written medical or social work evidence.
3. The Corporate Governance and Audit Committee will determine any application by a councillor on the grounds of special circumstances for payment of dependants' carers' allowance at a higher rate than that of the national minimum wage for age 21 and above.
4. The carer must not be a member of the same household.
5. Councillors should submit their claims, using a claim form and supported by receipts and, if applicable, declare any other care payment received from another agency, to the Councillors' Allowances section each calendar month in arrears.
6. Councillors can only claim for the carers' allowance in respect of expenses of arranging for care of their children or dependants necessarily incurred for attendance at meetings and performance of duties specified in the regulations, and any other duties approved by the Council including training sessions held within the induction period following an election. **Approved duties do not include meetings with officers and constituents and attendance at political group meetings.**
7. Any allegations of abuse of the scheme will be investigated through the Council's Standards process.
8. The dependants' carers' allowance is subject to annual review.

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Name of meeting: Council
Date: 18th March 2020
Title of report: Pay Policy Statement 2020/21

Purpose of report

To comply with the requirements of Sections 38 – 43 of the Localism Act 2011, that the authority produces a policy statement that covers several matters concerning the pay of the authority’s principal Chief Officers.

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?	Not Applicable
Key Decision - Is it in the Council’s Forward Plan (key decisions and private reports?)	No – Not Applicable
The Decision - Is it eligible for call in by Scrutiny?	No
Date signed off by <u>Strategic Director</u> & name	Rachel Spencer-Henshall 26/02/20
Is it also signed off by the Service Director (Finance)?	Eamonn Croston 26/02/20
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft 26/02/20
Cabinet member portfolio	Corporate – Graham Turner

Electoral wards affected: N/A

Ward councillors consulted: N/A

Public or private: Public

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

1. Summary

- 1.1 Sections 38 – 43 of the Localism Act 2011 requires that the authority produce a policy statement that covers several matters concerning the pay of the authority's staff, principally Chief Officers. The attached policy statement appendices meet the requirements of the Localism Act.
- 1.2 Section 39 (1) of the Localism Act 2011 specifically include the requirement that a relevant authority's pay policy statement must be approved by a resolution of the authority before it comes into force, and as per Section 39 (3) of the Act, that each subsequent annual statement must be prepared and approved before the end of the 31 March immediately preceding the financial year to which it relates.

2. Information required to take a decision

- 2.1 The report is submitted to ensure that the Council complies with the requirements of Sections 38 – 43 of the Localism Act 2011. This requires the Council to produce an annual pay policy statement that covers a number of matters concerning the pay of the authority's principal Chief Officers. It also requires a Council resolution to approve the annual statement before the end of the 31 March immediately preceding the financial year to which it relates.
- 2.2 This policy also has some connection with the data on pay and rewards for staff which the Authority publishes under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2015). This policy statement does not cover or include school staff and is not required to do so.
- 2.3 The proposed 2020/21 Pay Policy Statement is attached in more detail for Council approval as follows:

Appendices

- Ai) Kirklees Pay Policy Statement 2020/21
- Aii) Remuneration of Chief Officers
- Aiii) Kirklees Council Single Status Grades and NHS – Public Health grades (1st April 2019) this will be subject to the national pay award consultations for 2020/21.
- Aiv) Range of Policies

3. Implications for the Council

- 3.1 Working with people
N/A
- 3.2 Working with partners
N/A
- 3.3 Place based working
N/A

- 3.4 Improving outcomes for children
N/A
- 3.5 There is sufficient revenue budgetary provision within the approved budget plans for 2020/21 to implement the attached 2020/21 pay policy statement.
4. **Next steps and timelines**
Publish the Pay Policy Statement on the Council's Internet site, to meet the requirements of the Localism Act.
5. **Officer recommendations and reasons**
Request that full Council approve the annual Pay Policy Statement attached to this report in accordance with the 2011 Localism Act.
6. **Cabinet portfolio holder's recommendations**
Following consideration and support by Personnel Committee on 5th March 2020, that full Council approve the annual Pay Policy Statement for 2020-21
7. **Contact officer**
Deborah Lucas – Head of People Services
Margaret Lunn – Human Resources Partner, People Services
8. **Background Papers and History of Decisions**

2019-20 Pay Policy Statement approved and published on the Council Website.
Government Pay policy statement guidance: [Openness and accountability in local pay: supplementary guidance - GOV.UK](#)
9. **Service Director responsible**

Rachel Spencer-Henshall – Strategic Director Corporate Strategy, Commissioning and Public Health

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Kirklees Council – Pay Policy Statement for the period 1 April 2020 to 31 March 2021

Introduction

Sections 38 – 43 of the Localism Act 2011 requires that the authority produce a policy statement that covers a number of matters concerning the pay of the authority's staff, principally Chief Officers. This policy statement meets the requirements of the Localism Act in this regard and also meets the requirements of guidance issued by the Secretary of State for Communities and Local Government to which the authority is required to have regard under Section 40 of the Act. This policy also has some connection with the data on pay and rewards for staff which the Authority publishes under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2015). This policy statement does not cover or include school staff and is not required to do so.

Definition of officers covered by the Policy Statement

This policy statement covers the following posts:

- a) Head of the Paid Service, which in this authority is the post of
 - Chief Executive

- b) Monitoring Officer, which in this authority is the post of
 - Service Director Governance & Commissioning

- c) Statutory Chief Officers, which in this authority are the posts of
 - Strategic Director Children and Families
 - Strategic Director Adults, Housing & Health
 - Strategic Director Corporate Strategy, Commissioning & Public Health
 - Service Director – Finance – Section 151 Officer

- d) Non-statutory Chief Officers, which in this authority is the post of
 - Strategic Director Economy, & Infrastructure*

- e) Deputy Chief Officers, (those who report directly to a Statutory or Non-Statutory Chief Officer) which in this authority are the posts of:
 - Service Director – Child Protection & Family Support
 - Service Director – Learning & Early Support
 - Service Director – Resources, Improvement & partnerships
 - Service Director – Adults Sufficiency
 - Service Director – Customers & Communities
 - Service Director – Adults Social Care Operation
 - Service Director – Learning Disabilities & Mental Health
 - Service Director – Economy & Skills
 - Service Director – Growth & Housing
 - Service Director – Environment
 - Service Director – Strategy & Innovation

- Head of People Services
- Consultant in Public Health
- Head of Health Protection
- Council Business Manager
- Head of Finance & Accountancy
- Head of Commercial Services
- Head of Welfare & Exchequer Services

** Note that following the departure of the existing postholder in July 2020, this role will be disestablished and replaced with the following two roles: Strategic Director for Climate Change and Environment and Strategic Director for Growth and Regeneration*

Policy on remunerating Chief Officers

The authority's policy on remunerating Chief Officers is set out on the schedule that is attached to this policy statement at Appendix Aii). It is the policy of this authority to establish a remuneration package for each Chief Officer post that is sufficient to attract and retain staff of the appropriate skills, knowledge, experience, abilities and qualities that is consistent with the authority's requirements of the post in question at the relevant time.

Following the implementation of Single status, all Chief Officers are paid in accordance with the Council's pay spine including national pay awards.

Policy on remunerating the lowest paid in the workforce

The authority applies terms and conditions of employment that have been negotiated and agreed through appropriate collective bargaining mechanisms (national or local) or as a consequence of authority decisions, these are then incorporated into contracts of employment. This authority revised the pay spine with effect from 1 April 2019 to recognise the implementation of the national minimum wage. The lowest pay point in this Authority, is Grade 1, Spinal Column Point (SCP) 1; £9.00 hourly rate.

The authority has reviewed and implemented apprenticeship rates of pay from the 1st April 2019. The rates of pay are Year 1 £7.70 hourly rate and Year 2 onwards £8.21 hourly rate. The rates are paid to all apprentices and is no longer related to the age of the apprentice.

The pay rate is increased in accordance with any pay settlements which are reached through the National Joint Council for Local Government Services and the apprenticeship rates are increased in accordance with the national minimum wage and national living wage requirements (the 2019 pay spine shown at Appendix Aiii, will be subject to the national pay award consultations, for 2020/21).

Policy on the relationship between Chief Officer Remuneration and that of other staff

The highest paid (actual) salary in this authority is £166,984 which is paid to Jacquie Gedman. The median (full time equivalent) salary* in this authority (not including Schools or other external organisations) is £21,166 Top of Grade 6 SCP11.

***Median**

The median is the value falling in the middle when the data items are arranged in an array of either ascending or descending order. If there is an odd number of items, the median is the value of the middle item. If there is an even number of items, the median is obtained by taking the mid points of the two middle points (add middle points together and divide by 2).

Excluded: Kirklees active Leisure, Kirklees neighbourhood Housing, Maintained Schools, Academies, Claiming Teachers, Temp Direct, Teachers pensions, casual and Paymaster Only Contracts, any record where the actual salary is zero.

The ratio between the two salaries, the 'pay multiple', is 7.89:1.

This authority does not have a policy on maintaining or reaching a specific 'pay multiple', however the authority is conscious of the need to ensure that the salary of the highest paid employee is not excessive and is consistent with the needs of the authority as expressed in this policy statement and its wider pay policy and approach.

The authority's approach to the payment of other staff is to pay that which the authority needs to pay to recruit and retain staff with the skills, knowledge, experience, abilities and qualities needed for the post in question at the relevant time, and to ensure that the authority meets any contractual requirements for staff including the application of any local or national collective agreements, or authority decisions regarding pay.

Policy on other aspects of Chief Officer Remuneration

Other aspects of Chief Officer remuneration are appropriate to be covered by this policy statement, these other aspects are defined as recruitment, pay increases, additions to pay, performance related pay, earn back, bonuses, termination payments, transparency and re-employment when in receipt of an Local Government Pension Scheme (LGPS) pension or a redundancy/severance payment. These matters are addressed in the schedule that is attached to this policy statement at Appendix Aiv).

Approval of Salary Packages in excess of £100k

The authority will ensure that, at the latest before an offer of appointment is made, any salary package for any new post that is not currently included within Appendix Aii) (not including schools and any initial transfer to the Council under TUPE), that is in excess of £100k will be considered by full Council. The salary package will be

defined as base salary, any bonuses, fees, routinely payable allowances and benefits in kind that are due under the contract.

Flexibility to address recruitment issues for vacant posts

In the vast majority of circumstances the provisions of this policy will enable the authority to ensure that it can recruit effectively to any vacant post. There may be exceptional circumstances when there are recruitment difficulties for a particular post and where there is evidence that an element or elements of the remuneration package are not sufficient to secure an effective appointment. This policy statement recognises that this situation may arise in exceptional circumstances and therefore a departure from this policy can be implemented without having to seek full Council approval for a change of the policy statement. Such a departure from this policy will be expressly justified in each case and will be approved through an appropriate authority decision making route.

Policy for future years

This policy statement will be reviewed each year and will be presented to full Council each year for consideration in order to ensure that a policy is in place for the authority prior to the start of each financial year.

RENUMERATION OF CHIEF OFFICERS

APPENDIX Aii)

Job Category	Employment Conditions either Chief Execs, Chief Officer or Local Government Scheme (LGS)	Post Title	Salary Band* **	Expenses	Performance Related Pay (PRP) Arrangements	Earn Back Arrangements	Bonus	Non Cash Benefits	Election Fees	Any Joint Authority Payments
A Head of Paid Service	LGS	Chief Executive	£150,000 - £179,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	Contract includes duties of returning officer for District, Parliamentary & European elections. The LA receives the income from National Government for the Parliamentary and European elections. For Referenda separate fees are paid to the officer.	No
B Monitoring Officer	LGS	Service Director Governance & Commissioning (Monitoring Officer)	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
C Statutory Chief Officers	LGS	Strategic Director Children & Families	£115,000 - £134,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
C Statutory Chief Officers	LGS	Strategic Director Adults, Housing & Health	£115,000 - £134,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
C Statutory Chief Officers	LGS	Strategic Director - Corporate Strategy, Commissioning & Public Health	£115,000 - £134,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
C Statutory Chief Officers	LGS	Service Director - Finance (Section 151 Officer)	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No

Job Category	Employment Conditions either Chief Execs, Chief Officer or Local Government Scheme (LGS)	Post Title	Salary Band* **	Expenses	Performance Related Pay (PRP) Arrangements	Earn Back Arrangements	Bonus	Non Cash Benefits	Election Fees	Any Joint Authority Payments
D Non -Statutory Chief Officers	LGS	Strategic Director Economy & Infrastructure***	£115,000 - £134,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
D Non -Statutory Chief Officers	LGS	Strategic Director Climate Change and Environment***	£115,000 - £134,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
D Non -Statutory Chief Officers	LGS	Strategic Director Growth and Regeneration***	£115,000 - £134,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Child Protection & Family Support	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Learning & Early Support	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Resources, Improvement & Partnerships ****	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Adults Sufficiency ****	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Customers & Communities	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No

Job Category	Employment Conditions either Chief Execs, Chief Officer or Local Government Scheme (LGS)	Post Title	Salary Band* **	Expenses	Performance Related Pay (PRP) Arrangements	Earn Back Arrangements	Bonus	Non Cash Benefits	Election Fees	Any Joint Authority Payments
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Adult Social Care Operation	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Learning Disabilities & Mental Health	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Economy & Skills	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Environment	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Growth & Housing	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Service Director - Strategy & Innovation	£85,000 - £104,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of People Service	£65,000 - £84,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Consultant in Public Health	£65,000 - £79,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No

Job Category	Employment Conditions either Chief Execs, Chief Officer or Local Government Scheme (LGS)	Post Title	Salary Band* **	Expenses	Performance Related Pay (PRP) Arrangements	Earn Back Arrangements	Bonus	Non Cash Benefits	Election Fees	Any Joint Authority Payments
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of Health Protection	£55,000 - £74,999	NHS agenda for change has common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Council Business Manager	£45,000 - £54,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of Finance & Accountancy	£50,000 - £64,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of Commercial Services	£50,000 - £64,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No
E Deputy Chief Officer (those who report to a Statutory or Non-Statutory Chief Officer)	LGS	Head of Welfare & Exchequer Services	£50,000 - £64,999	Kirklees has a common set of Terms and Conditions that applies to all staff. Entitled to claim.	No	No	No	No	No	No

* Salary is Full Time Equivalent - salary bands quoted reflect pay levels as at 1 April each

** 2020 Salaries are still to be confirmed salary band based on 2019 salaries

*** Following the departure of the existing postholder in July 2020, the role of Strategic Director Economy and Infrastructure will be disestablished and replaced with the following two roles: Strategic Director for Climate Change and Environment and Strategic Director for Growth and Regeneration

**** These positions are held by employee's of North Kirklees CCG

KIRKLEES COUNCIL SINGLE STATUS GRADES*

Grade	SCP	1.4.19 £	Grade	SCP	1.4.19 £
Apprentice	Year 1	14,855			
	Year 2	15,839			
1	1	17,364	14	40	42,683
2	2	17,711		41	43,662
3	3	18,065		42	44,632
4	4	18,426	15	43	45,591
	5	18,795		44	46,441
5	5	18,795	16	45	47,334
	6	17,171		46	48,172
6	7	19,554	17	47	49,047
	8	19,945		48	49,906
	9	20,344	18	49	50,777
	10	20,751		50	51,650
Unused	11	21,166	19	51	52,539
Unused	12	21,589		52	53,257
7	13	22,021	20	53	54,349
	14	22,462		54	55,279
	15	22,911	21	55	56,233
	16	23,369		56	57,538
Unused	17	23,836	22	57	61,751
Unused	18	24,313		58	69,318
8	19	24,799	23	59	74,370
	20	25,295		60	79,801
	21	25,801	24	61	79,453
22	26,317	62		85,258	
9	23	26,999	25	63	91,463
	24	27,905		64	87,426
	25	28,785	26	65	94,009
26	29,636	66		100,587	
10	27	30,507	27	67	119,940
	28	31,371		68	122,854
	29	32,029	28	69	125,937
	30	32,878		70	128,935
11	31	33,799	29	71	131,935
	32	34,788		72	151,803
	33	35,934	30	73	156,865
34	36,876	74		161,923	
12	35	37,849	31	75	166,984
	36	38,813		76	172,044
	37	39,782	32	77	177,107
38	40,760				
13	39	41,675			

*Revised Pay Spine Implemented 1/4/2019

NHS - Public Health

Band	Point	1.4.19 £	Band	Point	1.4.19 £	
1	1	17,598	7	26	33,368	
	2	17,598		27	34,458	
	3	17,598		28	35,684	
2	1	17,598		29	37,453	
	2	17,598		30	38,545	
	3	17,598		31	39,771	
	4	17,598	32	41,132		
3	5	17,598	8A	33	42,561	
	6	17,648		34	43,992	
	7	18,235		33	42,561	
	8	18,900		34	43,992	
	4	6	17,648	8B	35	45,761
		7	18,235		36	47,532
8		18,900	37		49,577	
9		19,299	38		51,074	
10		19,833	37		49,577	
5	11	20,433	8C	38	51,074	
	12	20,900		39	53,661	
	13	21,636		40	56,657	
	6	14	22,385	8D	41	59,655
		15	23,065		42	61,288
		16	23,198		43	64,012
		17	23,879		44	67,009
7	16	23,198	9	45*	71,503	
	17	23,879		46*	73,546	
	18	24,842	45	71,503		
	19	25,842	46	73,546		
	20	26,898	47	76,611		
	21	27,965	48	80,357		
	22	29,092	49*	84,441		
	23	30,263	50*	88,528		
	8	21	27,965	9	49	84,441
		22	29,092		50	88,528
23		30,263	51		92,777	
24		31,190	52		97,229	
25		32,279	53*		101,898	
26		33,368	54*		106,788	
27		34,458				
28	35,684					
29	37,453					

* Pay spine points 45 and 46 at the top of pay band 8C; pay spine points 49 and 50 at the top of pay band 8D and pay spine points 53 and 54 at the top of pay band 9 are annually earned

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Range of Policies

APPENDIX a iv)

Aspect of Chief Officer Remuneration	Authority Policy
Recruitment	The post will be advertised and appointed to at the appropriate approved salary for the post in question level unless there is good evidence that a successful appointment of a person with the required skills, knowledge, experience, abilities and qualities cannot be made without varying the remuneration package. In such circumstances a variation to the remuneration package is appropriate under the authority's policy and any variation will be approved through the appropriate authority decision making process.
Pay Increases	The authority will apply any pay increases that are agreed by relevant national negotiating bodies and/or any pay increases that are agreed through local negotiations. Following the implementation of Single status, all Chief officers are paid in accordance with the Council's pay spine including national pay awards. The authority will also apply any pay increases that are as a result of authority decisions to significantly increase the duties and responsibilities of the post in question beyond the normal flexing of duties and responsibilities that are expected in senior posts.
Additions To Pay	The authority would not make additional payments beyond those specified in the appropriate policies i.e. Market Rate Supplement, Recruitment and Retention, Acting Up or Honoraria payments.
Performance Related Pay (PRP)	The authority does not operate a performance related pay system as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its senior officers. Any areas of under-performance are addressed rigorously by utilising the Performance Management system.
Earn-Back (Withholding an element of base pay related to performance)	The authority does not operate an earn-back pay system as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its senior officers. Any areas of under-performance are addressed rigorously.
Bonuses	The authority does not pay bonus payments to senior officers.

Termination Payments	The authority applies its normal redundancy payments arrangements to senior officers and does not have separate provisions for senior officers. The authority also applies the appropriate Pensions regulations when they apply. The authority has agreed policies in place on how it will apply any discretionary powers it has under Pensions regulations. Any costs that are incurred by the authority regarding senior officers are published in the authority accounts as required under the Accounts and Audit (England) Regulations 2015.
Transparency	The authority meets its requirements under the Localism Act, the Code of Practice on Data Transparency and the Accounts and Audit Regulations in order to ensure that it is open and transparent regarding senior officer remuneration.
Re-employment of staff in receipt of an Local Government Pension Scheme Pension or a redundancy/severance payment	<p>The authority is under a statutory duty to appoint on merit and has to ensure that it complies with all appropriate employment and equalities legislation. The authority will always seek to appoint the best available candidate to a post who has the skills, knowledge, experience, abilities and qualities needed for the post.</p> <p>The authority will therefore consider all applications for candidates to try to ensure the best available candidate is appointed. If a candidate is a former employee in receipt of an LGPS pension or a redundancy payment this will not rule them out from being re-employed by the authority. Clearly where a former employee left the authority on redundancy terms then the old post has been deleted and the individual cannot return to the post as it will not exist.</p> <p>The authority will apply the provisions of the Redundancy Payments Modification Order regarding the recovery of redundancy payments if this is relevant. Pensions Regulations also have provisions to reduce pension payments in certain circumstances to those who return to work within the local government service.</p>



Name of meeting: Council
Date: 18th March 2020
Title of report: Motor Neurone Disease Charter

Purpose of report:

Council is asked to sign up to the Motor Neurone Disease Charter and encourage local NHS partners to do likewise to ensure a fully integrated approach across Kirklees and West Yorkshire.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)?</u>	Key Decision – No Private Report/Private Appendix – No
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	Richard Parry - 6 th January 2020
Is it also signed off by the Service Director for Finance?	Eamonn Croston - 6 th January 2020
Is it also signed off by the Service Director for Legal Governance and Commissioning?	Julie Muscroft - 6 th January 2020
Cabinet member <u>portfolio</u>	Cllr Khan, Health and Social Care

Electoral wards affected: All

Ward councillors consulted: No

Public or private: Public

Has GDPR been considered? Yes

1. Summary

The Motor Neurone Disease (MND) Charter is a statement of the respect, care and support that people living with MND and their carers deserve and should expect. Council is asked to sign up to the Charter and encourage local NHS partners to do likewise to ensure a fully integrated approach across Kirklees, as part of our shared commitment to improving health and care support for those who need it most.

2. Information required to take a decision

MND Charter

MND is a fatal, rapidly progressing disease that affects the brain and spinal cord. It attacks the nerves that control movement, so muscles refuse to work. A third of people with MND die within a year of diagnosis, and more than half within two years. It kills six people per day in the UK and affects up to 5,000 adults at any one time. Unfortunately, there is no cure.

Adopting the MND Charter (See Appendix 1) is a powerful way of supporting people with MND in our community. Nearly 90 Councils across the country, including all our neighbouring Councils, have already adopted the Charter. By adopting the Charter Kirklees would be sending a strong message to local people with MND and their carers that we hear their voices and are working hard to ensure they are valued, respected, and well supported.

The five points of the Charter are:

1. The right to an early diagnosis and information.
2. The right to access quality care and treatments.
3. The right to be treated as individuals and with dignity and respect.
4. The right to maximise their quality of life.
5. Carers of people with MND have the right to be valued, respected, listened to and well-supported.

While councils are not responsible for everything outlined in the MND Charter, they are a significant part of the jigsaw. When services such as social care and housing are provided in a timely person-centred way, this has a huge impact on the person with MND and their family. MND is a devastating, complex disease and particularly difficult to manage. If we can get it right for people with MND, we can get it right for residents with other neurological conditions and disabilities.

3. Implications for the Council

3.1 Working with People

A key aspect of implementing the Charter will be working closely with those affected by MND to assess our current position against the five points, and to plan how we can improve.

3.2 Working with Partners

The Charter cannot be delivered without close collaboration, especially with NHS partners and other care providers such as Locala and Kirkwood Hospice.

3.3 Place Based Working

Whilst there are opportunities to develop place based solutions within the different localities in Kirklees it will be equally important to collaborate with partners across the West Yorkshire Health and Care Partnership to ensure appropriate specialist services are available.

3.4 Climate Change and Air Quality

Maximising the support available to enable people with Motor Neurone Disease to live as independently as possible for as long as possible in their own homes should

reduce the need to travel. There is no direct link between Motor Neurone Disease and air quality.

3.5 Improving outcomes for children

Whilst MND is predominantly a condition experienced by adults, the overall improvements in care the Charter advocates would also impact on children and young people with disabilities.

3.6 Other (eg Legal/Financial or Human Resources)

Adopting the Charter is voluntary and provides an opportunity for the Council to demonstrate how it is delivering its responsibilities under the Care Act. It does not create any new legal, financial or human resource obligations that cannot be managed through existing service planning and budget processes.

4. Consultees and their opinions

All neighbouring Council's in West Yorkshire have adopted the MND Charter and seen benefits for local people with MND through promoting a more collaborative approach across partners.

The CCGs in Kirklees are supportive of the aims of the Charter and recognise the importance of collaborating through the West Yorkshire and Harrogate Health and Care Partnership to ensure appropriate specialist services are available.

5. Next steps and timelines

MND Charter

By August 2020:

- Work with partners across the Kirklees and West Yorkshire health and care system to complete a 'stocktake' of current services/practice against the five points of the Charter to identify the key improvement priorities
- Identify opportunities in existing and emerging plans to address the key improvement priorities.

By Autumn

- Develop an action plan to address any MND specific improvement priorities.

6. Officer recommendations and reasons

- That Kirklees Council signs up to the MND charter to demonstrate it's commitment to improving the lives of people living with MND and other neurological conditions and disabilities, and works with partners across Kirklees and West Yorkshire to ensure Kirklees residents are receiving the care and support they need to live as independently as possible for as long as possible.

7. Cabinet Portfolio Holder's recommendations

- That Kirklees Council signs up to the MND charter.
- That local NHS organisations are also asked to sign up to the Charter given the important role that they play in commissioning and providing services to people with MND.

8. Contact officer

Phil Longworth, Senior Manager – Integrated Support, Kirklees Council
phil.longworht@kirklees.gov.uk
01484 221000

9. Background Papers and History of Decisions

The MND: Charter Achieving quality of life, dignity and respect for people with MND and their carers (Appendix 1)

10. Service Director responsible

Richard Parry, Strategic Director Adults and Health, Kirklees Council
richard.parry@kirklees.gov.uk
01484 221000

The MND Charter

The MND Charter is a statement of the respect, care and support that people living with motor neurone disease (MND) and their carers deserve and should expect.

1. People with MND have the right to an early diagnosis and information

- An early referral to a neurologist.
- An accurate and early diagnosis, given sensitively.
- Timely and appropriate access to information at all stages of their condition.

2. People with MND have the right to high quality care and treatments

- Access to co-ordinated multidisciplinary care managed by a specialist key worker with experience of MND.
- Early access to specialist palliative care in a setting of their choice, including equitable access to hospices.
- Access to appropriate respiratory and nutritional management and support, as close to home as possible.
- Access to the drug Riluzole.
- Timely access to NHS continuing healthcare when needed.
- Early referral to social care services.
- Referral for cognitive assessment, where appropriate.

3. People with MND have the right to be treated as individuals and with dignity and respect

- Being offered a personal care plan to specify what care and support they need.
- Being offered the opportunity to develop an Advance Care Plan to ensure their wishes are met, and appropriate end-of-life care is provided in their chosen setting.
- Getting support to help them make the right choices to meet their needs when using personalised care options.
- Prompt access to appropriate communication support and aids.
- Opportunities to be involved in research if they so wish.

4. People with MND have the right to maximise their quality of life

- Timely and appropriate access to equipment, home adaptations, environmental controls, wheelchairs, orthotics and suitable housing.
- Timely and appropriate access to disability benefits.

5. Carers of people with MND have the right to be valued, respected, listened to and well supported

- Timely and appropriate access to respite care, information, counselling and bereavement services.
- Advising carers that they have a legal right to a Carer's Assessment of their needs, ensuring their health and emotional well being is recognised and appropriate support is provided.
- Timely and appropriate access to benefits and entitlements for carers.

<https://www.mndcharter.org/wp-content/uploads/LA-Charter-brochure2.pdf>

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 8th October 2019

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

Observers: Councillor Martyn Bolt
Councillor John Lawson
Councillor Andrew Marchington
Councillor Alison Munro
Councillor Will Simpson

Apologies: Councillor Graham Turner

57 Membership of Cabinet

Apologies for absence were received on behalf of Councillor Turner.

58 Minutes of previous meeting

RESOLVED - That the Minutes of the Meeting held on 10 September 2019 be approved as a correct record.

59 Interests

No interests were declared.

60 Admission of the Public

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

61 Deputations/Petitions

No deputations or petitions were received.

62 Public Question Time

No questions were asked.

63 Member Question Time

Cabinet received questions from (a) Councillor Lawson in regards to the return of confiscated recycling bins to residents and (b) Councillor Bolt in regards to (i) the benefits of enterprise zones for Kirklees and (ii) the implementation of decision making in regards to environmental impact assessments and climate emergency.

Councillor Walker responded to (a). Councillors Pandor and McBride responded to (b).

64 Corporate Performance Report Quarter (1)

(Under the provision of Council Procedure Rule 36(1) Cabinet received representations from Councillors Bolt, Lawson and Marchington).

Cabinet received the Quarter 1 Corporate Performance Report, which set out an overview of performance as at the end of Quarter 1, 2019/2020, in terms of impact, improvement and risk against the Council's seven outcomes within the context of the refreshed Corporate Plan.

The report set out a number of key performance highlights, in addition to a breakdown of detail for the outcome areas. Cabinet Members presented an overview of highlights within the report and key issues, including tackling the climate crisis and the benefits that would be derived from changes to equality impact assessments.

RESOLVED - That the Corporate Performance Report (Q2) be received and noted.

65 Proposed changes to Impact Assessments: an Integrated Approach to Expanded Equalities Characteristics and Environment

Cabinet gave consideration to a report which outlined proposed changes to the Council's Equality Impact Assessment process, by establishing an Integrated Impact Assessment which would incorporate additional diversity characteristics, including low income and an environmental impact assessment.

The report advised that the Council's current approach to impact assessment was focussed upon nine protected characteristic groups, in accordance with the Equalities Act 2010, but that it was now proposed that additional groups be included through the establishment of a holistic assessment approach. Paragraph 5 of the considered report provided information on the additional groups; low income/poverty, unpaid carers and environmental impact.

Cabinet were advised that the proposed approach would maintain the current two stage Equality Impact Assessment process, whereby stage one would be an initial screening and stage two would involve further assessment and action planning in instances when an overall negative impact was identified.

RESOLVED - That approval be given to implementing organisational change in order to enable an Integrated Impact Assessment.

66 Playable Spaces Revised Strategy

(Under the provision of Council Procedure Rule 36(1) Cabinet received representations from Councillors Bolt, Lawson, Munro and Simpson)

Cabinet gave consideration to a report which set out proposed amendments to the Playable Spaces Strategy, subsequent to its approval at Cabinet on 19 March 2019. The report set out details of the amendments, which had been presented in order to confirm the intention of the policy and now included additional references to clarify community involvement and play area classifications.

Cabinet noted that the appendices to the strategy had been removed, including the lists of sites and maps, to reflect that decisions regarding the future of sites had not been determined.

The report advised that, subject to approval of the amended strategy, re-engagement would take place with Ward Councillors in order for the play provisions within ward areas to be reviewed, and that this would aim to be completed by January 2020, which would then be followed by a public engagement process.

RESOLVED - That the revised Playable Spaces Strategy be approved.

- 67 Highway Design Guide Supplementary Planning Document**
(Under the provision of Council Procedure Rule 36(1) Cabinet received representations from Councillors Bolt and Lawson).

Cabinet gave consideration to a report which sought approval of the Highway Design Guide Supplementary Planning Document (SPD), following a period of public consultation. The report advised that the purpose of the SPDs was to provide clarity in relation to the application of planning policies as set out in the Local Plan, and that the Highways Design Guide SDP would assist in encouraging good design in terms of how developments, routes and spaces relate to each other and to create streets and public spaces which were safe and accessible.

The document, which was appended to the considered report, provided detail on how the highways design principles, which included connectivity, safety, durability, sustainability and inclusivity, applied to the Highways Design Guide.

Cabinet were advised that the SPD had been subject to a six week consultation period, which had taken place during November/December 2018. The report advised that, subject to approval, the SPD would be advertised and published, and that the provisions would become effective from the date of the Cabinet decision.

Cabinet noted matters raised by Members present at the meeting, including references to giving consideration to dementia sufferers and the wheelchair users or children in terms of height restriction visibility in the prioritisation of pedestrians, maximising benefits of tree-replanting through multiple replacement planting, on street parking electric car charging, the inclusion of litter and recycling bins and ensuring the compatibility of road use for different modes of transport. It was requested that Planning Services be asked to give consideration to the matters raised and their potential inclusion within the document.

RESOLVED - That approval be given for the adoption of the Highway Design Guide Supplementary Planning Document and that officers be delegated authority to consider the suggested modifications presented at the meeting for inclusion within the document.

- 68 Kirklees Permit Scheme for Managing Streets Works**
(Under the provision of Council Procedure Rule 36(1) Cabinet received a representation from Councillor Lawson).

Cabinet - 8 October 2019

Cabinet gave consideration to a report which set out changes in the Department of Transport's approach to street works, and sought approval for modification to the existing permit scheme in order to adopt an all streets permit scheme. The report advised that the existing permit scheme applied to the busiest 20% of road network within Kirklees and that there was now a requirement to extend the permit scheme to apply to all adopted roads in Kirklees. The considered report explained how the process would be undertaken, and the implications for the Council and road users.

Cabinet were advised that, subject to approval, a formal consultation process with key stakeholders of the permit scheme, such as utility companies and the Department for Transport would take place, and that during autumn 2019, comments would be sought on the revised permit scheme proposal, the draft permit scheme document and the changes to the process, prior to the implementation of the proposal by 1 April 2020.

RESOLVED -

- (1) That approval be given to the implementation and operation of the permit all streets scheme.
- (2) That authority be delegated to the Strategic Director (Economy and Infrastructure), in consultation with the Cabinet Portfolio Holder, to implement the fee structure in compliance with the statutory guidance for highway authority permit schemes.
- (3) That the Service Director (Legal, Governance and Commissioning) be authorised to prepare the Local Order and execute and affix the Corporate Common seal of the Council.

69 New Street & Cloth Hall Street Public Realm

Cabinet gave consideration to a report which sought approval for the detailed design of improvements to the public realm at New Street and Cloth Hall Street. The report advised that the improvement of New Street at Ramsden Street to Cloth Hall Street, Cloth Hall Street and Market Place had been identified within the Huddersfield Town Centre Blueprint and were considered to be strategically important to the regeneration of the town centre. Cabinet were asked to approve funding for the development and delivery of the improvements.

Cabinet were informed that the improvements would be developed with a holistic approach and the engagement of stakeholders to provide a high quality and safe public environment, as a high quality public realm was identified as a core component of the ambition for the town centre. The aims of the improvements were listed within the report and included encouraging retail activity and the provision of contemporary seating, street furniture, lighting and paving. A copy of the indicative New Street Scheme was appended to the considered report.

Cabinet welcomed the report and the benefits which the scheme would deliver to the town centre, and endorsed progression to the detailed design stage.

RESOLVED - That approval be given to £5.25m capital funding to enable improvements to New Street and Cloth Hall Street, Huddersfield.

70 Council Budget Strategy Update 2020 to 2023 Revenue & 2020 to 2025 Capital
(Cabinet noted the restrictions on voting on this item, in accordance with provisions of Section 106 of the Local Government Finance Act 1992)

Cabinet received a report which set out a provisional budget strategy, which provided a budget planning framework to consider subsequent budget proposals that would deliver a balanced revenue budget for the following financial year 2020/2021 and indicative funding and spending forecasts for the following two years. The report also set out a framework for an updated multi-year capital plan, 2020 to 2025. Cabinet noted the impact of the local and national context, funding and spending plan assumptions and budget forecasts, as detailed within the considered report.

RESOLVED -

- (1) That the funding and spend assumptions informing the updated budget forecasts, as set out in section 2 of the considered report, be noted.
- (2) That the current and forecast earmarked reserves and general balances, as set out at Appendix B, be noted.
- (3) That the existing 2019-2024 capital budget plans rolled forward, as set out at Appendix D, be noted.
- (4) That the corporate budget timetable and approach, as set out at Appendix F, be noted.
- (5) That the report be submitted to Council on 16 October 2019 with a recommendation;
 - (i) That approval be given to the updated baseline general fund revenue and Housing Revenue Account budget spending control totals over the 2020 - 2023 period, as set out at Appendix A (general fund) and Appendix C (HRA) of the considered report.
 - (ii) That approval be given to the budget planning framework, as set out in the considered report.
 - (iii) That approval be given to the budget consultation approach and timetable, as set out within the considered report.

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 12th November 2019

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

Observers: Councillor Mohan Sokhal
Councillor Martyn Bolt

Apologies: Councillor Graham Turner

Cabinet held a minute of silence in respect of Councillor Paul Kane.

71 Membership of Cabinet

Apologies for absence were received on behalf of Councillor Turner.

72 Minutes of previous meeting

RESOLVED – That the minutes of the meeting held on 13 August 2019 be approved as a correct record.

73 Interests

No interests were declared.

74 Admission of the Public

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

75 Deputations/Petitions

Cabinet received a deputations from (i) Dr Richard Stow, on behalf of Kirklees Climate Emergency Trees Moorland and Rewilding Sub Group, and (ii) Mr Gideon Richards, on behalf of Kirklees Climate Emergency Group, in response to the report at Agenda Item 7. (Minute No. 77 refers).

76 Member Question Time

Cabinet received questions from Cllr Bolt requesting (i) that the consideration of Agenda Item 7 be deferred to enable further public engagement and (ii) that, having given consideration to purdah restrictions, Cabinet receive contributions from public attendees. A response was provided by the Leader of the Council.

77 Kirklees Climate Emergency Declaration and the Kirklees Air Quality Strategy and Five Year Air Quality Action Plan

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

Cabinet gave consideration to a report which set out (i) the findings of the Climate Emergency Working Party (ii) the proposed response of the Cabinet to the Climate Emergency and (iii) the Council's five year Air Quality Action Plan and Strategy. A presentation was delivered by Richard Hollinson, Head of Major Projects, which provided an overview of climate emergency in terms of international, national, regional and local strategic context, progress made on the resolution of Council to date, the work of the Climate Emergency Working Party, current achievements by the Council and proposed next steps and recommendations.

Cabinet noted the work that had been undertaken subsequent to the approval of a Motion at Council during January 2019, which declared a climate emergency. The report set out the proposed response to the Climate Emergency, and next steps for (i) addressing air quality challenges (ii) outlining an ambitious plan, including local leadership and (iii) empowering partners and residents to take action. It also provided details of the Council's plans for tackling its contribution to transport related emissions, which included a programme of accelerated electric vehicle procurement, an electric vehicle strategy and an air quality action plan. Cabinet noted that these actions, in addition to the work outlined within the Climate Emergency Working Party programme, would signify a response to the climate emergency within the Council.

The report advised that the immediate response to the climate emergency and air quality challenges would be to invest in low emission transport, focusing on electric vehicles, and that the Council's electric fleet would be doubled in size. In addition, there would be an aim to have one of the highest densities of electric charging points for public use outside of London.

Cabinet noted that a number of significant achievements had already been made to address the challenges presented, including the roll-out of next generation street lighting, an innovative approach to school catering and extensive insulation improvements to homes, directly benefitting local residents.

The report advised that, subject to approval, the Council would immediately progress the phase 1 climate emergency proposals, as detailed within the considered report, and begin the preparation of phase 2 proposals in advance of the 2020 budget setting process.

RESOLVED –

- 1) That with regards to Climate Emergency, Cabinet;
 - (i) notes the content of this report and progress made to date regarding the Council's Climate Emergency Declaration in accordance with the Council resolution dated 16 January 2019, including progress on; publicising the Climate Emergency declaration, the work undertaken regarding the environmental audit of Kirklees Council, the reporting on

Cabinet - 12 November 2019

progress on improving our recycling rate, the setting up of a Councillor Working Party, the reporting of agreement on protocols regarding Environmental Impact of new Council policy and the reporting of progress on collaboration with other Local and Regional authorities on emission reduction projects as appropriate

- (ii) approves the actions as set out at section 5 of the considered report, which will form 'Phase 1' of the climate emergency work programme, and agrees that the work will commence immediately
 - (iii) pursuant to (ii) above, delegates authority for the development and resourcing of further phases of the climate change emergency work programme to the Strategic Director (Economy and Infrastructure), in conjunction with the Cabinet Portfolio Holders for Greener Kirklees, and Culture and Environment
 - (iv) agrees to prioritise the budget setting requirements deriving from both the Climate Emergency and Air Quality proposals in this report as part of the budget setting process for Council to consider in February 2020
- 2) That with regards to Air Quality, Cabinet;
- (i) notes the content of the report, approves the Kirklees Council Air Quality Action Plan and resolves that the Cabinet Portfolio Holder for Greener Kirklees and the Strategic Director (Economy and Infrastructure) jointly sign Kirklees Council Air Quality Action Plan
 - (ii) delegates authority to Service Director (Environment) to make arrangements for the signed and approved 'Kirklees Council Air Quality Action Plan' to be sent to the Department for Environment, Food and Rural Affairs (DEFRA) for assessment
 - (iii) delegates authority to Service Director (Environment) in consultation with Cabinet Portfolio Holder for Greener Kirklees to amend the 'Kirklees Council Air Quality Action Plan', if upon assessment by Department for Environment, Food and Rural Affairs the assessment requires the action plan to be amended
 - (iv) delegates authority to Head of Public Protection in consultation with Cabinet Portfolio Holder for Greener Kirklees to make future amendments or updates to the Action Plan as part of on-going review of air quality and the actions Kirklees Council is taking, and that updates to the Action Plan be reported to DEFRA through Annual Status Reporting.
 - (v) delegates authority to Head of Public Protection to make arrangements for the approved action plan and any future amendments to the approved action plan to be published on the Council's Website
 - (vi) notes the content of the report and approves the Kirklees Council Air Quality Strategy
 - (vii) delegates authority to Service Director (Environment) to publish the aforementioned strategy on the Council's Website
 - (viii) delegates authority to Service Director (Environment) in consultation with the Cabinet Portfolio Holder for Greener Kirklees to make future changes to the Air Quality Strategy and decisions in respect of the strategy

Cabinet - 12 November 2019

- (ix) notes the contents of the report and that the progress on the commitments within the Air Quality Action Plan will be reported each year to the Department of Environment and Rural Affairs through the publication of the Annual Status Report.
- 3) That Officers be requested to report to future meetings of Cabinet with detailed proposals in relation to (i) step-change in electric vehicle charging infrastructure (ii) a further increase in the Council's electric vehicle fleet and (iii) encouraging the use of electric and low-emission vehicles
- 4) That the report and resolutions of this meeting be referred to the meeting of Council on 13 November 2019, for information

78 **Corporate Safeguarding Policy**

Cabinet received a report which sought approval of the Corporate Safeguarding Policy 2019. Cabinet were advised that an audit review conducted in 2017 had identified areas for improvements including giving consideration to highlighting a commitment to safeguarding within a policy document, and consequently the development of a corporate safeguarding policy.

The Council's safeguarding policy, which set out a duty of care of staff to safeguard, prevent and report harm was appended to the considered report and included information on responsibilities of safeguarding and reporting procedures.

It was noted that the policy and corporate safeguarding agenda would be managed by the Corporate Safeguarding Oversight Group.

RESOLVED - That the Corporate Safeguarding Policy 2019 be approved.

79 **Peer Challenge Feedback Report and Action Plan**

Cabinet received a report which set out recommendations arising from the corporate peer challenge which had taken place from 9 to 12 July 2019. An action plan appended to the considered report set out proposals to address the recommendations, which had been focused upon areas which the LGA considered to be critical to the performance and development of a Local Authority. Cabinet noted that the feedback report had identified key strengths of (i) strong communities with strong identities (ii) dedicated and committed staff and (iii) an ambitious investment budget, and that the recommendations were designed to complement and add value to the Council's performance.

Cabinet welcomed the findings of the peer challenge team, which had been formulated following engagement with over 300 people including staff, councillors and external partners. It was noted that delivery of the recommendations would be monitored through alignment of progress reporting against the corporate plan.

RESOLVED -

- 1) That the Peer Challenge feedback report be received and noted.
- 2) That the action plan appended to the report, which sets out the Council's response to the recommendations arising from the LGA Corporate Peer Challenge, be endorsed and referred to Council for approval.

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 3rd December 2019

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

Apologies: Councillor Viv Kendrick
Councillor Musarrat Khan

80 Membership of Cabinet

Apologies for absence were received from Councillors Kendrick and Khan.

81 Interests

No interests were declared.

82 Admission of the Public

It was noted that Agenda Item 15 would be considered in private session (Minute No. 94 refers).

83 Deputations/Petitions

No deputations or petitions were received.

84 Member Question Time

No questions were asked.

85 Community Asset Transfer of Milnsbridge Village Hall

Cabinet gave consideration to a report which set out details of a proposal to transfer the land and buildings that currently comprise Milnsbridge Village Hall, Armitage Road, Huddersfield. The report advised that the freehold of the site was owned by the Council and that Milnsbridge Community Trust had managed and maintained the Hall under a 35 year lease at a nominal rent of £5 per annum. This lease had expired in 2011 and the tenant was currently holding over. Cabinet were advised that under the terms of the lease the Council had responsibility to maintain the exterior of the demised premises.

The report advised that, as part of the asset transfer process, the Trust had adopted a new constitution and become a Charitable Incorporated Organisation, registered

with the Charity Commission, and that the organisation had put forward proposals for an asset transfer of the hall. Cabinet were informed that the transfer would achieve a revenue saving of the running costs of the building, which had amounted to £2,276.04 in 2018/2019.

Para. 2.9 of the report requested that Cabinet give consideration to the options of; (i) refusing the request for asset transfer (ii) transferring the hall, either freehold or leasehold, with restrictive covenants for community use with an exception of up to 30% commercial use in line with other Community Asset Transfers and in line with the Community Asset Transfer Policy, or, (iii) transferring the hall without restrictive covenants in place. The report advised that option (ii) would enable the lease to reserve rights for the hall to be used for the purpose of an electoral polling station.

RESOLVED -

1. That authority be delegated to the Service Director (Economy & Skills) to negotiate and agree terms for the grant of a 125 year lease of Milnsbridge Village Hall to Milnsbridge Village Charitable Incorporated Organisation.
2. That authority be delegated to the Service Director (Legal, Governance and Commissioning) to enter into and execute all necessary documentation in connection with the grant of a 125 year lease of Milnsbridge Village Hall to Milnsbridge Village Charitable Incorporated Organisation.

86

Corporate Financial Monitoring Report; Quarter 2 for 2019-20

Cabinet received the Corporate Financial Monitoring Report, Quarter 2, 2019-2020, which set out information on the General Fund Revenue, Housing Revenue Account and Capital Plan. The report advised that the revised budget included a number of planned transfers from reserves during the year, the most significant being £3.2m from the revenue grants reserve which includes £0.8m from the Public Health Reserve.

The report advised that the Council's General Fund controllable (net) revenue budget for 2019-2020 was £291.5m, which included planned (net) revenue savings in-year of £10.9m. It indicated strong progress in terms of delivering overall spending plans within available resources and that the modest overspend forecast in Quarter 1 had reduced by a further £1.1m, to a forecast £0.9m overspend. Cabinet noted that the revised overspend equated to 0.3% of a revised budget of £291.5m. Headline budget variances were set out at paras. 1.2 to 1.5 of the considered report, and a summary of key variances were listed at Appendix 4.

The report also provided an overview of information regarding (i) central budgets (ii) general fund reserves (iii) collection fund (iv) housing revenue account and (v) capital. Cabinet were advised that the Council's revised capital budget for 2019-2020 was £105.6m, and that the forecast capital outturn was £102.6m, with a forecast £3 variance.

RESOLVED –

- 1) That in regards to the General Fund;
 - (i) approval be given to the roll forward of £4.9m High Needs overspend through the Dedicated Schools Grant mechanism
 - (ii) the 2019-2020 forecast revenue overspend of £0.9m as at Quarter 2, net of (1) above, be noted
 - (iii) it be noted that Strategic Directors will identify opportunities for spending plans to be collectively brought back in line within the Council's budget by year end
 - (iv) the new leases for Huddersfield and Dewsbury Markets, to allow break clauses to be installed, as detailed at para 1.4.4 of the considered report, be noted
 - (v) the forecast year end position on corporate reserves and balances be noted

- 2) That in regards to the Collection Fund;
 - (i) the forecast position on the Collection Fund as at Quarter 2 be noted
 - (ii) approval be given to proposals for the use of the Leeds City Region Business Rates Pool surplus

- 3) That, with regards to the Housing Revenue Account, the Quarter 2 forecast surplus of £0.2m and forecast year-end reserves of position of £60.6m be noted

- 4) That in regards to Capital;
 - (i) the Quarter 2 forecast capital monitoring position for 2019-2020 be noted
 - (ii) approval be given to the capital works to be undertaken at Highfields Day Opportunities, as detailed at para 1.10.8 of the considered report
 - (iii) approval be given to re-profiling across years of the capital plan, as detailed at para 1.10.3 of the considered report
 - (iv) the intention to further review capital budget profiles in year, as part of Quarter 3 financial monitoring, be noted

- 5) That approval be given to the in-year capital virement of £1.897m from flexible capital receipts strategy activity to Spensborough Valley Leisure Centre activity, in order to enable the construction phase of the scheme to commence as soon as possible.

87 Half yearly monitoring report on Treasury Management Activities 2019-20

Cabinet received a report which set out the half yearly report on treasury management activity 2019/20. The report provided assurance that the Council's treasury management function was being managed prudently, and that external investments averaged £34.9m during the period, at an average rate of 1.12%. The report also advised that (i) investments had ranged from a peak of £42.7m in May and a low of £22.5m in September (ii) there was a forecast in-year underspend of £2.7m against the £22.2m treasury management budget and (iii) the in-year treasury management performance was in-line with prudential indicators set for the year.

The report set out information on the key areas of economic context, investment performance, borrowing performance, revenue budget monitoring, prudential indicators, future treasury management strategy and risk and compliance issues.

Cabinet noted that report had been considered by the meeting of Corporate Governance and Audit Committee on 15 November 2019 and that treasury management budget forecasting would continue to be reported as part of the overall quarterly financial monitoring reporting cycle.

RESOLVED - That the report be noted and submitted to the meeting of Council on 15 January 2020.

88 Dewsbury Sports Centre Family Attraction

Cabinet received a report which sought approval for an investment of up to £320k for the creation of a new family attraction at Dewsbury Sports Centre, which would increase footfall and activity within the town centre, thereby supporting local businesses.

The report set out examples of popular family attractions within the district and advised that Kirklees Active Leisure proposed to develop an attraction at Dewsbury to enhance the overall leisure offer at the site and help raise the profile of the town. Cabinet were advised that the project would include a refurbished sports hall and that the attraction would potentially be based upon the inflatable theme park at Huddersfield Sports Centre. The benefits of the proposed scheme would be (i) increased visitors to the sports centre, with linked trips to town centre (ii) an additional 2.5 FT employees on site (iii) improved perception of the town centre (iv) more involvement in activity, achieving wider health benefits and (v) increased income to KAL, improving financial performance.

Cabinet were advised that, subject to approval and the provision of a new lift at the premises, it was intended that the facility would be launched for summer 2020. Appendix 1 to the considered report set out an overview of the benefits of introducing a family attraction, which included making the town centre more attractive and increasing footfall and activity in the area.

RESOLVED - That approval be given for an investment of up to £320k for the creation of a new visitor attraction at Dewsbury Sports Centre, to be funded from the

approved Capital Plan allocation for 'Strategic Regeneration of Town Centres – Dewsbury'.

89 Approval of a Revised Local Development Scheme

Cabinet gave consideration to a report which sought approval of the updated Local Development Scheme, which set out the timetable for producing planning documents which would comprise the development plan, and also set out details relating to the Community Infrastructure Levy, Neighbourhood Planning, Supplementary Planning Documents, and other planning guidance. The updated Scheme was appended to the considered report.

The report advised that, pursuant to the Scheme approved by Cabinet in December 2017, the revised Scheme reflected the Council's ongoing statutory commitment to supporting Neighbourhood Plans, the preparation of additional planning policy guidance and a commitment to annual monitoring in order to determine the ongoing effectiveness of the Local Plan. Cabinet noted that the documents proposed for inclusion within the Scheme would provide improved clarity for the community and developers as the Council continues to develop the Local Plan.

RESOLVED - That the revised Local Development Scheme be approved.

90 Statement of Community Involvement (SCI)

Cabinet received a report which sought approval to publish a revised Statement of Community Involvement (SCI). The report advised that the SCI set out detail as to how the Council would involve communities in planning policy decisions and a series of guidelines as to the scope of community involvement, engagement and consultation, and processes for involvement. It was noted that the current SCI was adopted in 2015 and that the Council was required to review it at least every five years. The revised SCI was appended to the considered report and Cabinet were provided with an overview of the main changes which included an update to reflect current regulations and the adoption of the Local Plan.

Cabinet noted that the revised SCI would provide a clear framework on types of planning policy documents which would be consulted upon, and also set out the support that the Council would provide in the development of neighbourhood plans.

RESOLVED - That the revised Statement of Community Involvement be approved.

91 Dewsbury Town Centre - Better Spaces Strategy

Cabinet gave consideration to a report which set out details of the Dewsbury Town Centre Better Spaces Strategy, and sought approval of (i) the associated delivery programme which set out timescales for the delivery of the strategy (ii) a number of projects within the strategy (iii) a Dewsbury Public Arts Plan (iv) the design and feasibility of future projects (v) funding to enable the implementation of projects and (vi) delegation in order to proceed to implement the schemes.

The report specifically detailed public realm improvement projects relating to Town Park, Pocket Park at the site of 23 Northgate, Library frontage, Public Art Plan and key pedestrian routes. The considered report provided detail as to each of the schemes, which were estimated at a total cost of £1,180,000.

Cabinet also received a summary update on the implementation of the schemes approved in January 2019. It was noted that the Better Spaces Strategy aimed to increase the levels of greenery within the town centre, thereby assisting in the mitigation of climate change impact, and to also promote greater use of the town centre by making greater use of assets within a sustainable and accessible location.

RESOLVED -

- 1) That the Dewsbury Town Centre Better Spaces Strategy and Plan be approved.
- 2) That approval be given to the principle of creating a 'pocket park' at the site of 23 Northgate and that Officers be authorised to take the necessary steps to deliver this scheme, including the acquisition of the site and the submission of a planning application, and submit a further report to a meeting of Cabinet.
- 3) That Officers be authorised to progress feasibility and development work of projects contained within the Better Spaces Strategy and Plan.
- 4) That approval be given to the Public Arts Plan, as detailed within the considered report, and that authorisation be given to the implementation of the schemes.
- 5) That approval be given to capital expenditure of £1.040m towards the projects described within the considered report, and that this be funded from the approved Capital Plan allocation for 'Strategic Regeneration of Town Centres – Dewsbury'.
- 6) That approval be given to expenditure of £140k to cover the costs of feasibility and consultation on key projects and that this be funded from the 'Aspirational Regeneration on Major Town Centres – Feasibility' budget in the approved Capital Plan.

92 Yorkshire Purchasing Organisation - Strategic Investment

Cabinet gave consideration to a report which set out details of a proposed transaction by Yorkshire Purchasing Organisation (YPO), and the opportunity to consider the business case, and associated risk profile and finance options, in order to inform the decision which would be taken at the YPO Management Committee. Cabinet were asked to give consideration to proposed amendments to the governance arrangements of the organisation, which had been proposed by Wakefield Council, as the Lead Authority, on behalf of the YPO.

The report explained that the proposed strategic investment, as set out within the exempt information, aimed to safeguard the objectives of the YPO as a public sector organisation which maintains effective, efficient and economical arrangements, and delivers a high quality service to customers. Cabinet were advised that, at least ten Founder Members must enter into a Supplemental Management Agreement for the transaction to proceed, and final authorisation of the transaction would be

determined by the YPO Management Committee after consideration of due diligence information.

(Cabinet gave consideration to the exempt information at Agenda Item 15 (Minute No. 94 refers) prior to the determination of this Agenda Item).

RESOLVED –

- 1) That the transaction proposed by Yorkshire Purchasing Organisation, as detailed within the considered report, be noted.
- 2) That confirmation be given to the financial backing of the transaction by agreeing to underwrite the loan and entering into a Supplemental Agreement, and that authority be delegated to the Chief Executive to approve the Supplemental Agreement, as set out in appendix 6 of the considered report, subject to (i) at least 10 of the 13 Founding Members remaining and agreeing to enter into the Supplemental Agreement (ii) the satisfactory completion of legal and financial due diligence on the proposal giving confidence to proceed and (iii) a resolution of Yorkshire Purchasing Organisation Management Committee to enter into the proposed transaction.

93 Exclusion of the Public

RESOLVED – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting during the consideration of the following item of business, on the grounds that it involves the likely disclosure of exempt information, as defined in Part 1 of Schedule 12A of the Act.

94 Yorkshire Purchasing Organisation - Strategic Investment

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

Cabinet gave consideration to the exempt information prior to the determination of Agenda Item 13 (Minute No. 92 refers).

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 14th January 2020

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

95 Membership of Cabinet

All Members of the Cabinet were present.

96 Minutes of previous meeting

RESOLVED - That the Minutes of the Meetings held on 12 November 2019 and 3 December 2019 be approved as a correct record.

97 Interests

No interests were declared.

98 Admission of the Public

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

99 Deputations/Petitions

No deputations or petitions were received.

100 Public Question Time

No questions were asked.

101 Member Question Time

No questions were asked.

102 Capital Scheme - Cherry Trees Respite

Cabinet gave consideration to a report which sought approval to proceed with a capital scheme at Cherry Trees respite, an 8 bed learning disabilities respite unit in Shepley, which is owned and managed by the Council. Cabinet noted that the initial outline business case had been approved during February 2019 and that the full business case was now submitted, as attached at Appendix 1 to the considered report. The business case set out details of the proposal, which was to undertake internal works and changes to the existing building in order to ensure that it was fit

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for purpose in meeting the needs of service users, and also enhancing the use of the grounds and external facilities.

The report advised that the detailed design had identified an estimated outturn cost of £735k, excluding £115k for fire safety works and Cabinet was now requested to agree and release the sum of £735k so that tenders and works could be progressed. Cabinet noted that the capital investment was budgeted for within the overall Day Services Support for Vulnerable Adults Programme and that the £115k of investment for fire safety works would be met from the Corporate Landlord capital plan. The report set out a proposed timeframe, which indicated that the works were estimated for completion in August 2020.

RESOLVED - That approval be given to the release of £735k to enable works at Cherry Trees Respite to be progressed.

103 Reorganisation in Dewsbury West School Place Planning Area - Permission to Consult

Cabinet received a report which requested approval to undertake a non-statutory consultation on the potential reorganisation of school places at St John's CE (VC) Infant School and Westmoor Primary School. The report advised that there was a school led opportunity to reorganise school places in the Dewsbury West area, resulting in St John's CE (VC) Infant School becoming a 30 place all through primary school, with complimentary charges to pupil numbers at Westmoor Primary School, thereby reducing the transition points for pupils and ensuring sustainable delivery models for both schools.

Cabinet were asked to support the undertaking of a non-statutory consultation in order to seek the views of key stakeholders on the proposals. The report provided an indicative timeline, illustrating that the consultation process would conclude on 21 February 2020, with potential implementation commencing in September 2021.

RESOLVED - That approval be given to the undertaking of a 4 week non-statutory consultation process regarding the reorganisation of Dewsbury west school place planning area.

104 Kirklees School Funding Arrangements for Financial Year 2020/2021

Cabinet gave consideration to a report which sought approval of Kirklees' School Funding Arrangements for the financial year 2020-2021. The report set out details of the arrangements that had been consulted upon for the funding of local schools and academies and Cabinet were asked to give approval to (i) the specific funding factors to be used and the relative weightings and values of the funding factors (ii) central budget provision within the Dedicated Schools Grant Schools Block of Funding, the Central School Services Block and the Early Years Block and (iii) de-delegation arrangements for mainstream maintained schools.

The report provided details in regards to (i) funding information (ii) the movement towards national funding formula in the soft National Funding Formula years of 2018-2019 to 2020-2021 (iii) exceptions applications to the Education and Skills Funding Agency (iv) central budget provision within the Dedicated Schools Grant funding blocks (v) de-delegation arrangements for mainstream maintained schools

Cabinet - 14 January 2020

(vi) High Needs Block funding 2020-2021 (vii) Early Years Block Funding 2020-2021 (viii) Dedicated School Grant Funding Settlement 2020-2021 and (ix) recommendations from the 2020-2021 Dedicated Schools Grant schools funding formula from the Kirklees Schools Forum.

The report advised that the Schools Forum would continue to help shape schools funding arrangements at their meeting on 10 January 2020, prior to the deadline for submission of the school funding allocations for 2020-2021 to the Education and Skills Funding Agency on 21 January 2020. Cabinet noted that it was expected that the local authority would inform maintained schools of their 2020-2021 budget shares by 28 February 2020 and that the Education and Skills Funding Agency would advise academies of their 2020-2021 budget allocations by 31 March 2020.

RESOLVED –

- 1) That details of the consultative process, undertaken in collaboration with Head Teachers to determine the ongoing local approach to the distribution of Dedicated Schools Grant Schools Block funding for 2020-2021, be noted.
- 2) That the exceptions applications made to the ESFA, and subsequently approved, be noted.
- 3) That the changes to the schools funding formula funding arrangements for 2020-2021, leading up to the full introduction of the National Funding Formula for Schools from April 2021, be noted.
- 4) That the ongoing local consultation with schools and other providers to ensure an appropriate local response to national funding formula developments be noted.
- 5) That approval be given to the submission of the schools funding formula for 2020-2021 (based upon a guaranteed funding rise of at least 1.84% per pupil in comparison to each school's 2019-2020 per pupil baseline) to the Education and Skills Funding Agency.

105 Interim Affordable Housing Policy 2020

Cabinet gave consideration to a report which sought approval to adopt the Interim Affordable Housing Policy 2020, which had been updated following the adoption of the Local Plan and the introduction of the Housing Strategy 2018-2023. Cabinet were advised that the 2020 interim policy would replace the 2016 interim policy and that the new document sought to provide greater clarification, make direct links to existing housing need evidence and provide updates on a range of issues relating to the implementation of national planning policy. Cabinet were advised that the document would be in place on a short term basis, until it is replaced by a formal Supplementary Planning Document later in 2020.

The report explained that the updated policy would help inform negotiations to secure affordable housing that best meets locally identified needs and that the main updates related to (i) the definition of affordable housing sites (ii) addressing national policy requirements regarding provision of affordable homes for sale (iii) the provision of starter homes and discounted market sales housing relative to housing needs in Kirklees and (iv) the requirements of a viability appraisal.

RESOLVED -

- 1) That approval be given to the Interim Affordable Housing Policy 2020, which provides updated interim policy and guidelines for dealing with affordable housing/financial contributions from new housing developments, as attached at Appendix 1 of the considered report, and that the 2016 Interim Affordable Housing Policy be revoked.
- 2) That authority be delegated to the Service Director (Growth and Housing) to make any further additional modifications which relate exclusively to factual updates and format corrections in the process of publishing the Interim Affordable Housing Policy 2020.

106 Enhanced Lettable Standard Pilot 2020

Cabinet gave consideration to a report which sought support for a targeted Enhanced Lettable Standard and Home Starter Fund pilot that Kirklees Neighbourhood Housing proposed to deliver on behalf of the Council from January 2020 to December 2020. The report detailed the opportunities that would be offered by the pilot in terms of establishing a long term Enhanced Lettable Standard and Home Starter Fund offer that would give new Kirklees tenants the best possible start to their tenancies.

Cabinet were advised that the Council's properties were currently re-let to a lettable standard that was last reviewed in 2018 and that the revised standard included flooring and mechanical extraction to kitchens and bathrooms, as well as more customer responsive flexibility to make change. Cabinet noted that the further enhancement of the lettable standard would provide assurance to the Council that new tenants, in particular those who are the most vulnerable, are provided with a standard of accommodation which provides the best chance of sustaining their tenancy and settling into the community.

RESOLVED - That approval be given to the implementation of the targeted Enhanced Lettable Standard and Home Starter Fund pilot that Kirklees Neighbourhood Housing proposal to deliver on behalf of Kirklees Council, from January 2020 to December 2020.

107 Housing Revenue Account (HRA) Rent and Service Charge Setting and Key Housing Challenges

Cabinet received a report which provided the financial context and basis for the annual setting of rents and service charges, and the Housing Revenue Account budget. The report sought approval of a CPI (Consumer Price Index) +1% increase in dwelling rents in 2020/21 and for the proposed garage rents and other service charges an annual uplift of 2.7% in 2020/2021 with the exception of Extra Care Services – Intensive Housing Management, which had a proposed annual uplift of 2%, and Extra Care Services – Night Time Security, which had a proposed annual uplift of CPI+1%.

Cabinet - 14 January 2020

The report also provided context in terms of the key challenges for the Housing Revenue Account including the CPI+1% rent increase. An appendix to the considered report set out the full schedule of proposed weekly dwelling rent, service and other charge increases to Council tenants for 2020-2021.

RESOLVED –

- 1) That approval be given to the proposed dwelling rent, garage rent, service and other charges by CPI (Consumer Price Index) +1%, as set out within the report, with effect from 6 April 2020, in order to ensure a balanced Housing Revenue Account which is compliant with the Local Government and Housing Act 1989.
- 2) That approval be given to charges for Extra Care Services – Intensive Housing Management to be uplifted by 2% and Extra Care Services – Night Care Services uplifted by 2.7% (CPI +1%), in line with other charges.

108

Calculation of Council Tax Base 2020/2021

Cabinet gave consideration to a report seeking approval from Council for the various tax bases, which would apply to the Kirklees area for the financial year 2020/21 in connection with the Council Tax. There were no proposed changes to the current Council Tax Reduction Scheme (CTRS) for 2020/21.

RESOLVED – That the 2020/21 Council Tax base for the whole of the Kirklees area, and the Council Tax bases for the five Parish and Town Council areas, be referred to the meeting of Council on 15 January 2020 with a recommendation of approval;

Whole of Kirklees £120,827.80
Denby Dale £5,855.94
Holme Valley £10,149.79
Kirkburton £9,047.44
Meltham £2,859.75
Mirfield £6,693.77

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Monday 20th January 2020

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

Apologies: Councillor Viv Kendrick

109 Membership of Cabinet

Apologies for absence were received on behalf of Councillor Kendrick.

110 Interests

No interests were declared.

111 Admission of the Public

It was noted that Agenda Item 13 would be considered in private session (Minute No.121 refers).

112 Deputations/Petitions

Cabinet received a deputation from Gideon Richards, on behalf of Kirklees Climate Emergency Group, relating to (i) electric vehicles and electric vehicle infrastructure issues (ii) actions required to review infrastructure being installed through the WYCA project, and (iii) supporting the development of an EV conversion course for students.

113 Public Question Time

Cabinet received a question from Gideon Richards, on behalf of Kirklees Climate Emergency Group, regarding the Council's policy and criteria for purchasing electric vehicles.

114 Member Question Time

No questions were asked.

115 Housing Delivery Plan Update

Cabinet received a report which provided an update on the housing delivery strategy and the activity which had taken place during the past year to explore opportunities and test options for housing growth in order to ensure the best use of council owned land and to maximise outcomes.

Appendix 1 to the considered report provided a summary of housing growth programmes and details of projects that were currently being undertaken. This included information regarding strategic allocation sites, the accelerated construction programme, specialist and supported housing, small affordable housing sites and the market disposal programme.

Cabinet noted the progress update, and the impact which the progress made would have upon housing growth across the borough.

RESOLVED - That the Housing Delivery Plan update be received and noted.

116 Quarter (2) Corporate Performance Report

Cabinet received the Corporate Performance Report, Quarter 2, which set out an overview of the Council's corporate performance at the end of Quarter 2 2019/2020 in the context of the strategic intent in the corporate plan. The report provided Cabinet with a summary of impact, improvement and risk against each of the Council's outcomes.

The report set out key highlights for the quarter performance, which included the opening of 'number 12' safe space in Dewsbury, 371 new introductions to the Community Plus Programme, 278 prevented cases of homelessness, the development of Spenborough leisure centre and reduced levels of staff sickness absence.

RESOLVED - That the Quarter (2) Corporate Performance Report be received and noted.

117 St Paul's Road, Mirfield - Supported Living Accommodation development

Cabinet received a report which set out an update on the scheme at St Paul's Road, Mirfield, pursuant to approval by Cabinet on 29 August 2018. The report advised that, since the approval for the development of 19 flats was given, the proposed scheme plans were considered by the Care Quality Commission to be too large, and consequently revised plans had been developed for 13 flats, plus staff facilities. Cabinet were advised that the flats would be made available to adults with a social care need as supported living accommodation, enabling adult residents with a social care need to live an independent life, within the local community. The report advised that the proposed development offered an excellent cost-effective model of care. It was noted that, as changes had been made to the previously agreed scheme, authorisation was required from Cabinet to proceed with the amended design.

RESOLVED –

- 1) That approval be given to the development of new supported living accommodation at St Pauls Road, Mirfield, for adults with social care needs.
- 2) That authority be delegated to the Strategic Director (Economy and Infrastructure) to negotiate and agree the terms of the disposal with Connect Housing.
- 3) That authority be delegated to the Service Director (Legal, Governance and Commissioning) for the Council to enter into and execute any agreement and

transfer and any other ancillary documents and agreements that relate to the disposal of land at the former Mirfield Depot, St Pauls Road.

- 4) That Adults Services be authorised to commission and fund meeting the care and support needs of all intended tenants of the development.

118 Climate Emergency and Air Quality – next steps - Electric Vehicles

Cabinet received a report which recommended the prioritisation of budgetary investment in additional vehicles and charging infrastructure in regards to the Council's electric vehicles and publicly accessible charging infrastructure. The report advised that, following consideration of what interventions could be put in place with regards to travel and electric vehicles, recommendations were now presented to take immediate actions and prioritise resources.

Cabinet supported the prioritisation of a step-change for travel which would facilitate a shift to a low carbon, low emissions future through the measures of (i) prioritising the expansion and transformation of public electric vehicle charging infrastructure through the installation of at least 80 additional fast and rapid charging points (ii) re-launching and expanding the free parking offer for low emission vehicles (iii) further investment in the Council's vehicle fleet to add a further 50 electric vehicles (iv) developing a comprehensive electric vehicle and charging infrastructure policy to put Kirklees at the forefront of the development of low emission transport in the area and working with major stakeholders to make Kirklees futureproofed for the electric vehicle revolution and (v) implementing the Air Quality Action Plan, tackling air quality and boosting sustainable travel.

RESOLVED –

- 1) That the content of the report be noted and that Council be recommended to prioritise the consideration of allocating spending in the capital bids in relation to Electric Vehicles and infrastructure in the budget setting process.
- 2) That the Service Director (Environment), in consultation with the Portfolio Holder for Greener Kirklees, be delegated authority to amend the terms of the 'Green Permit', as detailed in para. 3.12 of the considered report.

119 Mixed Tenure Council House Building: Direct Delivery/Bridge Homes Joint Venture

Cabinet gave consideration to a report which set out proposals to directly deliver future programmes of new mixed tenure council developments, including council housing. Cabinet were advised that the Housing Act 1985 enabled the Council to provide housing accommodation by erecting houses on land acquired and that the activity did not need to be carried out via a commercial trading company, nor did it require the Council to retain ownership often completed units. The report advised that consideration had been given to the options of (i) the Council's capacity to directly deliver new homes across a range of tenures through the Housing Revenue Account, and (ii) a joint venture arrangement with Bridge Homes Local Housing Company, and provided an overview of detail in regards to each option.

The report set out a proposal for direct delivery as the preferred option, which would support the regeneration of existing estates and provide a diverse mix of housing. Cabinet noted the benefits which would be derived from adopting a direct delivery

Cabinet - 20 January 2020

model, which included (i) retaining strategic control if the Councils assets (ii) influence upon local place making (iii) developing mixed tenure expertise (iv) building a strong reputation within the local housing market and (v) delivering an acceleration of new housing delivery to meet local demand.

(Cabinet gave consideration to the exempt information at Agenda Item 13 (Minute No.121 refers) prior to the determination of this Agenda Item).

RESOLVED - That authority be delegated to the Strategic Director (Economy and Infrastructure), via the Housing Growth Board, to approve all future viable schemes worked up under the proposals for mixed tenure council developments, therein; (i) the use of a particular parcel of land for the direct delivery of new council housing (ii) the appropriation of the land (if necessary) (iii) the determination of the split between affordable and market sale housing (iv) the approval of the quantum of prudential borrowing required for the development in consultation with the Council's Service Director and Section 151 Officer (v) the approval of particular house design and (vi) the approval of a particular construction type.

120 **Exclusion of the Public**

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

121 **Mixed Tenure Council House Building: Direct Delivery/Bridge Homes Joint Venture**

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

Cabinet gave consideration to the exempt information prior to the determination of Agenda Item 11 (Minute No. 119 refers).

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

CABINET

Tuesday 28th January 2020

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

122 Membership of Cabinet

All Cabinet Members were present.

123 Interests

No interests were declared.

124 Admission of the Public

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

125 Deputations/Petitions

No deputations or petitions were received.

126 Public Question Time

No questions were asked.

127 Member Question Time

No questions were asked.

128 Council Annual Budget Report 2020-23; incorporating Capital, Treasury Management, General Fund, Revenue and Housing Revenue Account

(The report gave notice to Cabinet Members of the requirements of Section 106 of the Local Government and Finance Act 1992 in relation to voting and participation in the meeting).

Cabinet gave consideration to the Council Budget Report 2020-2023, prior to its submission to Council on 12 February 2020. The report (i) reviewed the general fund revenue budget strategies over the medium term financial plan and budget proposals to achieve a balanced general revenue fund revenue budget in 2019-2020, and indicative revenue budget forecasts for the following two years (ii) incorporated the Government's announcement on the Local Government Finance Settlement for 2020-2021, and considered the level of general fund revenue budget

Cabinet - 28 January 2020

required for Treasury Management and Central Contingencies (iii) reviewed the current levels general fund reserves and balances and made recommendations on the level of reserves (iv) incorporated Housing Revenue Account proposals to achieve a balanced HRA in 2020-2021, and indicative revenue budget plan for the following two years, informed by the HRA 30 year business plan (v) reviewed the current levels of HRA reserves, and made recommendations on the level of reserves (vi) reviewed the multi-year plan for capital investment (vii) reviewed the 2020-2021 Treasury Management Strategy, Investment Strategy and Capital Strategy (viii) made recommendations on the Council tax requirement for 2020-2021 and (ix) incorporated a statement of assurance from the Council's statutory s151 officer in relation to the robustness of budget estimates and adequacy of General Fund and HRA reserves.

Having considered the content of the report and the accompanying appendices, it was agreed that the proposed budget be submitted to the meeting of Budget Council for determination.

RESOLVED - That the Motion be submitted to the Meeting of Council on 12 February 2020 with a recommendation that;

(i) General Fund Revenue

- the draft Revenue Budget 2020-2023 be approved, as attached at Appendix A
- the forecast levels of statutory and other Council reserves, as set out at Appendix Bii, be noted
- the strategy for the use of balances and reserves be approved (paragraph 2.17 refers)
- a further reassessment of reserves requirements be undertaken at year end and reported to Members as part of the 2019-2020 financial outturn and rollover report (paragraph 2.17.8 refers)
- the Council's continued participation in the North and West Yorkshire business rates pool for 2020-2021 be noted and that approval be given in principal to the new arrangements for the 2020-2021 pool, as set out at Appendix I, with authority being delegated to the Service Director (Legal, Governance and Commissioning) in conjunction with the Service Director (Finance), to finalise the new arrangements with the City Solicitor of Leeds City Council (paragraph 2.3.6 refers)
- the Council Tax requirement for 2020-2021 be approved (Appendix G refers)
- the Council's Statutory S151 Officer's positive assurance statement be noted (paragraphs 3.3.1 – 3.3.21 refer)
- the Council's Statutory S151 Officer be given delegated authority to amend how the finally approved precepts are recorded in the Council's revenue budget in line with the final notifications received following decisions by the Office of Police and Crime Commissioner, the Fire and Rescue Authority and Parish Councils, should these be received after 12 February 2020 (paragraph 3.1.3 refers)

Cabinet - 28 January 2020

(ii) Treasury Management

- the borrowing strategy be approved (paragraphs 2.15-2.21 refer)
- the investment strategy be approved (paragraphs 2.22-2.31 refer)
- the policy for provision of repayment of debt (minimum revenue provision/MPR) be approved (paragraphs 2.32-2.36 and Appendix C refer)
- the treasury management indicators be approved (Appendix D refers)
- the Investment Strategy (non-treasury investments) (Appendix E refers) be approved

(iii) Capital

- the updated Capital Plan 2019-2025 be approved (Appendix A)
- the Capital Strategy (including Prudential Indicators), as detailed at Appendix F, be approved

(iv) Housing Revenue Account

- the draft Housing Revenue Account Budget for 2020-2023 be approved (appendix A refers)
- the strategy for the use of the Housing Revenue Account reserves, as set out at paragraph 2.19.7, be approved

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Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

CABINET COMMITTEE - LOCAL ISSUES

Wednesday 25th September 2019

Present: Councillor Peter McBride (Chair)
Councillor Naheed Mather
Councillor Graham Turner

- 1 Membership of the Committee**
RESOLVED - All members were present.
- 2 Minutes of Previous Meeting**
RESOLVED - That the minutes of the meeting held on the 9th April 2019 be approved as a correct record.
- 3 Interests**
No interest 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 asked.
- 7 Member Question Time**
No questions were asked.
- 8 Objections to proposed Traffic Regulation No 4 Order 2019, No Waiting at Any Time - South St and Warren St, Saville Town**
The Committee considered a report which outlined objections received in response to the public advertisement of Kirklees (TR) (No 4) Order 2019, the proposed introduction of additional 'No Waiting At Any Time' parking restrictions on South Street and Warrant Street Savile Town.

The Committee was advised that Planning permission was granted for "Demolition of the existing building and the erection of a 3 storey educational facility, at South Street. The approval proposed that as part of the planning conditions, the provision of 'drop off and pick up' zones on South Street must be provided. The Committee was informed that a 'drop off and pick up' zone cannot be implemented, as there are no legal mechanisms to do so and therefore for that reason, it was proposed to use double yellow lines to facilitate this requirement. In response to the advertised order, 45 objections were received.

Cabinet Committee - Local Issues - 25 September 2019

The Committee was informed that the restrictions were necessary to ensure safety, and to reduce risk to children accessing the centre. In addition, efforts were being made to work with the ward councillors to manage traffic and traffic flow problems. Local councillors have also asked for enforcement to be carried out in the area.

The Committee heard representations from local residents who questioned the rationale for granting planning approval for a building with no parking facilities. They expressed concern that the approval of this building would do nothing to ease the congestion as the centre would attract people from outside the area and would further exacerbate the situation and create a backlog of traffic and severely affect local residents' ability to park outside their own homes.

The Committee recognised that this is a high density area however the authority's primary concern is to improve safety. The introduction of the scheme would reduce congestions in the area, improve visibility and access at and around the junction where child pedestrian accidents had previously been recorded.

Officers made a commitment to talk to the Mosques to reinforce what was previously agreed with regard to managing the traffic.

RESOLVED - That the objections be overruled and the TRO proposals are implemented as advertised, to allow the approved planning conditions to be discharged with regard to the drop and go zone and allow the previously approved waiting restrictions on Warren Street to be implemented

Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

CABINET COMMITTEE - LOCAL ISSUES

Wednesday 29th January 2020

Present:

Councillor Peter McBride
Councillor Graham Turner
Councillor Rob Walker

In attendance: Phillip Waddington, Group Engineer

Apologies: Councillor Naheed Mather

- 1 Membership of the Committee**
RESOLVED - Cllr Rob Walker attended as sub for Cllr Naheed Mather.
- 2 Minutes of Previous Meeting**
RESOLVED – That the minutes of the meeting held on the 25 September 2019 be approved as a correct record.
- 3 Interests**
No interest 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 asked.
- 7 Member Question Time**
No questions were asked.
- 8 Objections to TRO (No.9) Order 2019 - A636 Wakefield Rd / Pennine Way, Scisset**

The Committee considered a report which outlined objections received in response to the public advertisement of Kirklees (TR) (No 9) Order 2019, proposed No waiting at any time restrictions, at the junction of A636 Wakefield Road/Pennine Way, Scissett and the introduction of traffic calming in the form of road humps on Pennine Way, Scissett.

Cabinet Committee - Local Issues - 29 January 2020

The Committee was advised that the restrictions on Wakefield Road/Pennine Way and the introduction of 3 road humps on Pennine Way contained in Traffic Regulation Order (TRO), have been proposed in connection with Planning. Planning permission was granted for the 'erection of residential development of up to 200 dwellings and the approval proposed that as part of the planning conditions, traffic calming and safety improvements are required to Penning Way and its junction with Wakefield Road.

The TRO was publicly advertised between 2 August 2019 and 3 September 2019 and during that period 2 objections were received. The objectors raised concerns with regard to the increased pollution as vehicles slow down then speed up to navigate the bumps and; that the proposed parking restrictions are shorter than the standard visibility splay length and this will continue to reduce visibility for drivers exiting from the junction.

Having considered the information presented both verbally and in writing the committee:

RESOLVED – That the objections be overruled and the traffic calming and TRO proposals are implemented as advertised.

Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

APPEALS PANEL

Tuesday 1st October 2019

Present: Councillor Nosheen Dad (Chair)
Councillor Vivien Lees-Hamilton
Councillor Christine Iredale

1 Minutes of Previous Meeting

That the minutes of the meeting held on 15 August 2019 be approved as a correct record.

2 Interests

No interests were declared.

3 Exclusion of the Public

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

4 School Transport appeal (JDCG)

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 19/20 school year.

5 School Transport appeal (FO)

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.

Appeals Panel - 1 October 2019

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 19/20 school year.

Contact Officer: Nicola Sylvester

KIRKLEES COUNCIL

APPEALS PANEL

Thursday 24th October 2019

Present: Councillor Nosheen Dad (Chair)
Councillor Christine Iredale
Councillor Anthony Smith

1 Minutes of Previous Meeting

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

2 Interests

No interests were declared.

3 Exclusion of the Public

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

4 School Transport appeal (RS)

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.

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Contact Officer: Nicola Sylvester

KIRKLEES COUNCIL

APPEALS PANEL

Friday 15th November 2019

Present: Councillor Nosheen Dad (Chair)
Councillor Christine Iredale
Councillor Yusra Hussain

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.

Determined

3 School Transport Appeal (HL, EL, and NW)

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: Nicola Sylvester

KIRKLEES COUNCIL

APPEALS PANEL

Thursday 19th December 2019

Present: Councillor Nosheen Dad (Chair)
Councillor Aafaq Butt
Councillor Aleks Lukic

1 Minutes of Previous Meeting

That the minutes of the meeting held on 15th November 2019 be approved as a correct record.

2 Interests

No interests were declared.

3 Exclusion of the Public

Determined

4 School Transport Appeal ANI

RESOLVED: That the appeal be dismissed.

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Contact Officer: Nicola Sylvester

KIRKLEES COUNCIL

APPEALS PANEL

Thursday 23rd January 2020

Present: Councillor Nosheen Dad (Chair)
Councillor Gwen Lowe
Councillor Vivien Lees-Hamilton

1 Minutes of Previous Meeting

That the minutes of the meeting held on 19th December 2019 be approved as a correct record.

2 Interests

No interests were declared.

3 Exclusion of the Public

Determined

4 School Transport Appeal KM

RESOLVED: That the pass be awarded for the 19/20 school year.

5 School Transport Appeal XM

RESOLVED: That the pass be awarded for the 19/20 school year.

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Contact Officer: Nicola Sylvester

KIRKLEES COUNCIL

APPEALS PANEL

Thursday 13th February 2020

Present: Councillor Nosheen Dad (Chair)
Councillor Christine Iredale
Councillor Lesley Warner

1 Minutes of Previous Meeting

That the minutes of the meeting held on 23rd January 2020 be approved as a correct record.

Interests

No interests were declared.

3 Exclusion of the Public

Determined

4 School Transport Appeal SS & SS

RESOLVED: That the pass be awarded for the 19/20 school year.

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Contact Officer: Richard Dunne

KIRKLEES COUNCIL

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Friday 13th September 2019

Present: Councillor Will Simpson (Chair)
Councillor Kath Pinnock
Councillor Paola Antonia Davies
Councillor Susan Lee-Richards
Councillor Martyn Bolt
Councillor Bill Armer

In attendance: Councillor Graham Turner, Cabinet Member (Corporate Services)

Apologies: Councillor John Taylor

1 Membership of the Committee

Councillor Bill Armer substituted for Councillor John Taylor.

2 Interests

No interests were declared.

3 Minutes of Previous Meetings

The minutes of the meetings held on 26 July 2019 and 9 August 2019 were approved as a correct record.

4 Admission of the Public

All Agenda Items were considered in public session.

5 Deputations/Petitions

No deputations or petitions were received.

6 Corporate Emergency Planning and Business Continuity Annual Report

The Committee received a report that provided an annual update on Emergency Planning and Business Continuity for the period 2018/19.

The Committee were advised of the core duties involved in emergency planning and business continuity, the actions taken since April 2019 and planned future actions.

The Committee noted that consideration would be given to producing an all councillor briefing that outlined the work that the council had undertaken in preparation for Brexit.

RESOLVED – That the update on Emergency Planning and Business Continuity for the period 2018/19 be received and noted.

7 Corporate Customer Standards Annual Report

The Committee received the Corporate Customer Standards Annual report which provided an update on complaint handling for the year 2018/19; a review of the Ombudsman; Third Stage Complaints; and details of the Whistleblowing Complaints received.

The Committee was advised that the report had been informed by the Local Ombudsman Annual Report that had been published in July 2019.

The report detailed complaints statistics for Kirklees that included: the number of Ombudsman upheld complaints; the numbers of complaints received both at third stage and at Ombudsman; an overview of the factors which had impacted on the number of complaints; and whistleblowing concerns.

The Committee was also advised of the approach that the council took when dealing with serial complainers.

RESOLVED – That the Corporate Customer Standards Annual Report 2018/19 be received and noted.

8 Compulsory Review of Polling Districts and Polling Stations

The committee received a report on the compulsory review of polling districts and polling stations.

The report detailed the (Acting) Returning Officer's proposals in connection with the Electoral Services review of polling districts and stations and sought approval of the proposed boundary changes and to note the determinations in relation to polling stations.

The report detailed the proposed boundary changes and advised that the (Acting) Returning Officer's proposals had taken account of: the accessibility levels of the current polling stations; information received from polling stations as part of their evaluation of facilities at recent elections; comments from individuals and Groups; and comments from electors.

The committee was also advised that all relevant ward members had been consulted on the proposed changes.

The report advised that should the committee approve changes the Electoral Registration Officer would make appropriate changes to the Register of Electors and these would take effect on publication of the next annual electoral register.

It was noted that the next publication of the register due on 1 December 2019 could be postponed if a general election was called prior to its publication.

RESOLVED – That the proposed boundary changes outlined in the report be approved and the (Acting) Returning Officer's determinations to the changes to location of polling stations be noted.

9 External Audit

The committee received a verbal update from external audit on the final accounts process for 2018/19.

The committee was advised of progress of the accounts and was informed that there had been some late queries relating to valuation of assets and value for money.

The committee was told that both queries were close to being satisfactorily resolved and that the view of the external auditor was that the provisions in the council's accounts were appropriate.

It was noted that the audit was nearly complete; that external audit was satisfied with the council's Value for Money; that outstanding issues were close to being resolved; that external audit would work with officers on lessons learned from the audit with a focus on asset valuation; and that the final and full report would be presented at the committee's next meeting.

RESOLVED – That the verbal update from external audit on the final accounts process 2018/19 be noted.

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Contact Officer: Leigh Webb

KIRKLEES COUNCIL

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Friday 15th November 2019

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

Councillor G Turner (ex-officio)

1 Membership of the Committee

Councillor Martyn Bolt and Councillor Steve Hall submitted apologies.

2 Minutes of Previous Meeting

RESOLVED - That the Minutes of the meeting held on 13 September 2019 be approved as a correct record.

3 Interests

No interests were declared.

4 Admission of the Public

It was noted that Agenda Items 13 and 14 would be considered in private session (Minute No. 13 and 14 refers).

5 Deputations/Petitions

None received.

6 Compulsory Review of Polling Districts and Polling Stations

The Committee received details of amendments to a report regarding the review of Polling Districts and Polling Stations which had been originally considered and agreed by the Corporate Governance and Audit Committee on 13 September 2019. The original report was appended to the amendment report.

It was reported that following information provided by the Gazetteer, anomalies had been identified within the (Acting) Returning Officer (ARO) submission which was appended to the report. The anomalies related to the details provided regarding the properties affected by the boundary changes in MF04/MF05 and DE02/DE03. It was explained that the location of the proposed boundary changes remained unchanged.

A revised ARO submission setting out the amendments was attached with amended text is highlighted for the Committee's attention.

RESOLVED - That the revisions to the original report, submitted to this Committee on 13 September 2019, be noted.

7 Information Governance Annual Report

The Committee received a report on the main Information Governance events and activities for the year 2017/18 including:

- Information Governance matters, particularly the impact of the new General Data Protection Regulation
- Information access requests under the Freedom of Information Act 2000,
- Environmental Information Regulations 2004
- Subject access requests made under the Data Protection Act 2018.
- An outline of the improvements and developments planned for 2019/20

Discussion took place with regards to (i) compliance with staff mandatory training requirements (ii) compliance in respect of requests for access to personal information received and processed in line with data protection legislation and (iii) elected member access to online training.

RESOLVED –

1. That the Information Governance Annual Report 2018/19 be noted.
2. That, in addition to the Annual Report, a half yearly update be submitted to this Committee.

8 External Audit Progress Report and Sector Update

The Committee received a verbal progress report from Grant Thornton External Auditors, which set out the progress made on delivering responsibilities. It was reported that the statement of accounts would be signed off next week. Work had been undertaken to review the existing valuation of assets.

Reference was made to recent consultations in respect of the following:

Code of Audit Practice
Local Authority Finance Reporting and External Audit
CPFA Financial Management Code

Eammon Croston reported that it was his intention to bring a summary of the Financial Management Code to the next meeting of this Committee.

RESOLVED - . That the External Audit Progress report and Sector Update be received and noted

9 Treasury Management - Half Yearly Monitoring

The Committee received a report which provided an overview of half-yearly treasury monitoring for the period 1 April to 30 September 2019. It was noted that (i) the report provided assurance that the Council's treasury management function was being managed prudently and pro-actively (ii) external investments averaged £34.9m during the period at an average rate of 1.12% and (iii) investments had ranged from a peak of £42.7 and a low of £22.5m.

The report advised that the treasury management revenue budget was forecast to underspend by £2.7m in 2019/2020, against an annual budget provision of £22.2m. The change in Minimum Revenue Provision (MRP) policy has resulted in an overall underspend against baseline of £13.5m. The revised Minimum Revenue Provision (MRP) policy is to provide for MRP on the basis of the asset life to which external borrowing is incurred rather than the older version of a 4% reducing balance of the Capital Financing Requirement (CFR). The MRP calculation is used to determine the amount of revenue resources that need to be set aside annually by the Council to meet its debt obligations.

The report provided an overview and key headlines in terms of (i) economic context (ii) investment performance (iii) borrowing performance (iv) revenue budget monitoring (v) prudential indicators (vi) future treasury management strategy and (vii) borrowing and investment general strategy 2019/20.

RESOLVED -

- (1) That the half-year treasury management 2019-2020 performance report be noted.
- (2) That the report be referred to the meeting of Cabinet on 3 December 2019 and Council on 15 January 2020.

10 Risk Management Update Report

The Committee received a report which set out information on the Council's Risk Management Statement, providing an overview of the current position and actions that were being taken to improve the organisational approach to risk management.

Discussion took place regarding care sector pay inflation and the waste management strategy in light of the fact that the waste disposal contract is due to expire in 2023.

(The Committee considered the exempt information at Agenda Item 13 (Minute No. 13 refers) in respect of this item).

RESOLVED -

That the Risk Management update report be received and noted.

11 Quarterly Report of Internal Audit 2018/2019 (Quarter 2)

The Committee received a report which set out the activities of internal audit during the second quarter of 2019/2020. The report contained information regarding 14 formal opinion based pieces of work, 3 investigations and various other projects and tasks. It was noted that, overall, 100% of the work in the new period had reflected a positive outcome, and that the cumulative positive outcome for the year was 78%.

(The Committee considered the exempt information at Agenda Item 14 (Minute No. 14 refers) in respect of this item).

RESOLVED - That the Internal Audit Quarterly Report (Quarter 2) be received and noted.

12 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 Minutes.

13 Risk Management Update Report

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

The Committee received a report which set out information on the Council's Risk Management Statement, providing an overview of the current position and actions that were being taken to improve the organisational approach to risk management. The action plan, setting out the risks, was appended to the considered report.

RESOLVED –

- (1) That the Risk Management update report be received and noted.
- (2) That future reports include details of mitigation/remedial measures in respect of the key significant areas of risk.

14 Quarterly Report of Internal Audit 2018/2019 (Quarter 2)

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

The Committee received the Quarter 2 report of Internal Audit, covering the period July to September 2019. The report set out details of internal audit activity and provided an update on the monitoring of progress regarding the implementation of the Annual Governance Statement, and other assurance information.

RESOLVED - That the Internal Audit Quarterly Report (Quarter 2) be received and noted.

Contact Officer: Leigh Webb

KIRKLEES COUNCIL

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Friday 24th January 2020

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

Councillor E Smaje - Chair Overview and Scrutiny
Management Committee (Ex-officio)

Apologies: Councillor Steve Hall

- 1 Membership of the Committee**
Apologies for absence were received on behalf of Councillor Steve Hall.
- 2 Minutes of Previous Meeting**
That the Minutes of the meeting held on 15 November 2019 be approved as a correct record.
- 3 Interests**
No interests were declared.
- 4 Admission of the Public**
It was noted that Agenda Item 13 would be considered in private session (Minute No. 13 refers).
- 5 Deputations/Petitions**
No deputations or petitions were received.
- 6 Public Question Time**
No questions were asked.
- 7 Place Partnerships Lead Member Role - Update**
The Committee received a report which set out an update on the progress of the Place partnership Lead Member role following its approval by Council on 18 September 2019.

The report advised that as Part of the Place Partnerships initiative, the Council had agreed to establish a Place partnership Lead Member role. A copy of the role profile was appended to the report.

Corporate Governance and Audit Committee - 25 January 201920

The report set out details of the Lead Members along with an update of progress across the seven place partnerships.

The Committee were briefed on the outcome of a Members Allowances Independent Review Panel (MAIRP), which had met on 10 January 2020 to consider evidence relating to outcomes and workload, as a means of assessing whether the current level of allowance was appropriate to the role. It was reported that the MAIRP considered that the allowance had been fixed at the correct level based on the evidence received.

During discussion of this item Members highlighted the issue of sustainability in respect of the two current pilot themes, namely, Mental Health and Domestic Abuse. Clarification was also sought as to whether with the introduction of new themes, Lead Councillors would be expected to oversee and lead on these in addition to outstanding work on existing themes. The Panel discussed the workload of Members and potential changes to the role going forward. Councillor J Taylor placed on record his concern that the MAIRP were not aware on 10 January of potential changes to role arising from the introduction of new themes.

RESOLVED – That any changes to the context and future of the role going forward be submitted to the MAIRP for consideration, prior to consideration by this Committee.

8 Amendments to the Health and Wellbeing Board Terms of Reference

The Committee received a report seeking endorsement of proposed changes to the Health & Wellbeing Board Terms of Reference. It informed the committee about new arrangements to manage the Children and Young People's Partnership and to develop a new Children and Young People's Plan. The Health and Wellbeing Board has agreed to provide governance for this work and to amend its terms of reference in order to do so. A copy of the amended terms of reference were appended to the report. It was reported that subject to this Committee's endorsement the proposed changes to Terms of Reference will progress to Council.

RESOLVED- That this Committee endorses the amended terms of reference for the Health and Wellbeing Board to provide an appropriate cross sector governance route for the oversight of the work of the Children and Young People's Partnership.

9 Treasury Management Strategy 2020-2021

The Committee considered a report which set out the Treasury Management Strategy 2020-2021, prior to its submission to Cabinet on 28 January 2020 and Council on 12 February 2020.

The report (i) outlined the outlook for interest rates and credit risk and recommended an investment strategy (ii) outlined the current and estimated future levels of Council borrowing and recommended a borrowing strategy (iii) reviewed methodologies adopted for providing for the repayment of debt and recommended a policy for calculating minimum revenue provision (iv) reviewed other treasury management matters, including the policy on the use of financial derivatives, prudential indicators, the use of consultants, and the policy on charging interest to

Corporate Governance and Audit Committee - 25 January 201920

the Housing Revenue Account, and (v) recommended an annual Investment Strategy for the Council in 2020-2021 in line with MHCLG (2017) guidance.

The Head of Accountancy reported that the additional audit fee that were going through the Public Sector Accountancy Appointments (PSAA) fee variation process had been agreed. It was reported that Audit certificates for 2016/17 and 2017/18 had been issued and additional audit fees associated with this work were as follows:

- PFI objection - £20,963
- Additional work associated with closing the 2016/17 audit - £859
- Additional work associated with closing the 2017/18 audit – £859

RESOLVED - That Corporate Governance & Audit Committee recommend the following for approval by Cabinet and then Council:

- (i) the borrowing strategy outlined in paragraphs 2.15 to 2.21;
- (ii) the investment strategy (treasury management investments) outlined in paragraphs 2.22 to 2.31 and Appendices A and B;
- (iii) the policy for provision of repayment of debt (MRP) outlined in paragraphs 2.32 to 2.36 and at Appendix C;
- (iv) the treasury management indicators in Appendix D;
- (v) the Investment Strategy (Non-Treasury Investments) at Appendix E.

10 **Audit Progress Report and Sector Update**

The Committee received the external audit progress report and sector update, as submitted by Grant Thornton Audit. The report provided an update, as at January 2020, which set out details emerging national issues and developments.

During consideration of this item, concerns were expressed in relation the delay in signing off the Council's Statement of Accounts and the risk of reputational damage to the Council. Robin Baker explained that the delay resulted from the need for Grant Thornton to meet extra demands of the Financial Reporting Council as a result of an existing loan being considered a Public Interest Entity.

RESOLVED - That in the event of the Statement of Accounts not being signed off by the date of the next meeting, arrangements be made to invite a Senior National Partner of Grant Thornton to address Members of this Committee.

11 **Quarterly Report of Internal Audit 2019/2020 (Quarter 3)**

The Committee received a report which set out the activities of internal audit during the third quarter of 2019/2020. The report contained information regarding 22 formal opinion based pieces of work and various other projects or tasks. It was noted that, overall, 84% of the work had reflected a positive outcome, and that the cumulative positive outcome for the year was 80%, which was equal to the target.

The Committee were also advised that under the Regulation of Investigatory Powers Act Policy 2000, there had been no surveillance activities in this quarter.

(The Committee considered the exempt information at Agenda Item 13 (Minute No.13 refers) following the determination of this item).

RESOLVED - That the Internal Audit Quarterly Report (Quarter 3) be received and noted.

12 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.

13 Quarterly Report of Internal Audit 2019/2020 (Quarter 3)

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

The Committee received the Quarter 3 report of Internal Audit, setting out activity covering the period October to December 2020.

RESOLVED - That the Internal Audit Quarterly Report (Quarter 3) be received and noted.

Contact Officer: Sheila Dykes

KIRKLEES COUNCIL

CORPORATE PARENTING BOARD

Tuesday 10th September 2019

Present: Councillor Viv Kendrick (Chair)
Councillor Fazila Loonat
Councillor John Lawson
Councillor Andrew Marchington
Councillor Richard Smith
Gill Addy
Steve Comb
Keith Fielding
Colleen Kenworthy

In attendance: Anna Gledhill, Social Work Practice Lead
Andy Gresswell, Operations Manager – Youth Offending Team
Sara Hions, Virtual School
Sarah Johal, One Adoption (West Yorkshire)
Andy Quinlan, Service Manager Fostering

Apologies: Councillor Karen Allison
Christine Bennett
Julie Bragg
Tom Brailsford
Barry Lockwood
Sara Miles
Melanie Tiernan

1 Membership, Introductions and Apologies

Apologies from Councillor Karen Allison, Christine Bennett, Julie Bragg, Tom Brailsford, Barry Lockwood, Sara Miles, Melanie Tiernan and Janet Tolley were noted.

2 Minutes of Previous Meeting

Steve Comb was requested to provide feedback in relation to the proposal that delegated authority for personal advisors to approve expenditure on behalf of looked after children be reviewed (ref: resolution 4, item 7).

It was noted that the following had been added to the Board's Agenda Plan:

- sufficiency of foster placements living outside the area (ref: resolution (2), item 8).
- secondary school moves for looked after children (ref: resolution (2), item 10).
- the impact of 'staying put' on foster carers (ref: resolution (8), item 10).

Corporate Parenting Board - 10 September 2019

and that work was in progress in respect of:

- the Kirklees Fostering Network representative liaising with the Head of Corporate Parenting (Sufficiency) to discuss the issues in relation to the support needed for foster carers of birth children (ref: resolution (3), item 8).
- access to employee health care services for foster carers (ref: resolution (6), item 10).
- events for foster carers to raise awareness of the support available (ref: resolution (7), item 10).

RESOLVED -

- (1) That the minutes of the Corporate Parenting Board held on 19th June 2019 be agreed as a correct record, subject to the amendment of resolution (2) of item 7 to read:

‘The Board agreed that arrangements should be made for substance misuse workers from Change *Grow Live* to visit the new drop-in facility in Dewsbury’.

- (2) That the Statement of Purpose for the Fostering Service and the young persons’ draft version of the Fostering Service Statement of Purpose be circulated to Board Members (ref: resolutions (2) and (3), item 10).
- (3) That details of the foster carer recruitment events be circulated to Board Members.

3 Interests

No interests were declared.

4 Admission of the Public

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

5 Deputations/Petitions

No deputations or petitions were received.

6 Animation by Adopted Teenagers

The Board viewed a short animation produced by Adopted Teenagers giving important key messages to social workers, teachers and adoptive parents about what had helped them, and not helped them, throughout their childhood and into adulthood.

Sarah Johal explained that the film had particularly helped to raise awareness about the need to consider and manage connections to/with birth family at an early stage. It was noted that this was an issue that had been highlighted by every age group on the video.

Colleen Kenworthy advised that foster carers received memory box/book training and did work hard on this. Keith Fielding pointed out that life story work should be undertaken from the start and continually updated, not compiled at the last minute, as this could lead to errors and a lack of consistency. Sarah Johal accepted that regular updating had been an issue, associated with staff turnover, and was recognised as an area for improvement.

In response to questions it was explained that:

- It was considered that many adoptive parents did recognise the importance of children meeting with other adopted young people.
- Activity and celebration events were organised for adoptive families and there were a number of established groups for different ages. There was a gap in this sort of provision for those aged 18+ that the service was looking to address; this group were also given support in terms of information about/contact with birth family.
- There was a greater emphasis now, than had been the case in the past, on the need for understanding and knowledge of birth parents and how to approach this subject.

Members commented that:

- There was an established network of designated teachers who received training and support in relation to previously looked after children and there was awareness of their needs.
- There was a need to support the child and ensure that they did not feel isolated; having peers in a similar position could make a significant difference.

RESOLVED -

(1) That the animation be welcomed as an invaluable insight into the things that adopted teenagers had identified as having helped them, and also those that had not helped them, throughout their childhood and into early adulthood.

(2) That the animation should be seen by all social workers, social work managers and carers.

(3) That it be noted that the animation is available on the PAC-UK and Adopteens websites and Sarah Johal will forward a link to Board Members.

7 Ofsted and Improvement Board update

The Board considered the report from Ofsted on the findings of the inspection of Children's Services in June 2019.

Steve Comb said that the progress made had been acknowledged by Ofsted but it was recognised that a significant amount of work remained to be done.

The priorities for improvement were set out on pages 2 and 3 of the report; in many cases measures were already in place to address these issues. In respect of the comments in relation to care leavers understanding of their health histories, Gill Addy assured the Board that this was undertaken.

In response to questions from Board Members, Steve Comb and Anna Gledhill said that:

- The authority had a good base to move forward and he was confident that the issues would be addressed; a comprehensive improvement plan was in place which included both Ofsted targets and the authority's own stretched targets. This was underpinned by plans within services.

Corporate Parenting Board - 10 September 2019

- Ofsted had acknowledged the issues associated with the change of IT system, which had been very challenging, but improvements could already be seen as a result.
- Audits, both case audits and themed, were being undertaken on a monthly basis.

RESOLVED -

That the update report and the progress being made be noted.

8 Children's Performance Highlight Report (July 2019)

The Board considered a report which provided key highlights on performance monitoring data for the Children's Service up to July 2019, presented by Steve Comb, Gill Addy and Sara Hions.

The Board noted that recruitment of foster carers was a challenge for Councils across the country. Andy Quinlan explained that new ways to advertise and raise awareness were being explored, for example a leaflet had been included in runner's gift bags at a recent 'colour run' event. Colleen Kenworthy said that the Fostering Network was also looking at the offer for foster carers.

In response to a question, Steve said that the figures quoted in terms of adoption levels and timescales were the average of statistical neighbours. It would be possible to provide individual figures for comparable authorities to the Board.

It was reported that a second hub for care leavers had now been established; 'No 12' in Dewsbury, and had been very well received. Ofsted had been impressed by the No 11 facility in Huddersfield.

It was noted that the introduction of bus passes was imminent and over 100 care leavers had Kirklees Active Leisure (KAL) cards.

RESOLVED –

(1) That the Children's Performance Highlight Report (July 2019) be noted.

(2) That, in a future report, individual authority figures be provided for the number of children in care per 10,000 child population for those statistical neighbours regarded as being similar and close in terms of socio-economic status to Kirklees.

9 Overview of Number of Children in Care

The Board considered an overview of the number of children in care.

RESOLVED –

That the report giving an overview of the number and profile of children in care be noted.

10 Annual Private Fostering Report

The Board considered a report giving information on the number of children and young people privately fostered in the District for the period April 2018 to March 2019.

Andy Quinlan explained that responsibility for the welfare of a child in a private fostering arrangement now lay with the Assessment and Intervention Team; and responsibility for assessment with the Connected Person's Assessment Team. Work was ongoing to raise awareness of private fostering and a progress report could be provided in 12 months time.

RESOLVED –

(1) That the annual report in relation to private fostering in Kirklees be noted.

(2) That it be acknowledged that the Virtual School will play a part in raising awareness/training in respect of private fostering arrangements.

11 Annual Report on the Health of Looked After Children

The Board considered an annual report on the health of looked after children, covering the period 1st April 2018 – 31st March 2019, presented by Gill Addy.

Gill explained that performance against the Key Performance Indicators (KPIs) remained very good. Implementation of the new IT system had been a challenge but the team had worked effectively to ensure that assessments were completed within the statutory timescale.

In response to questions Gill explained that;

- Referral could be made to the Emotional Wellbeing Team at any point if there were concerns about a young person's emotional and mental health.
- The possibility of electronic communication with foster carers was being explored.

Sara Hions pointed out that mental health and emotional wellbeing were also included within a child's Personal Education Plan (PEP).

RESOLVED –

(1) That the Annual Health Report for Kirklees Looked After Children, for the period April 2018 to March 2019, be noted and welcomed.

(2) That an update be provided to the Chair in respect of the use of secure electronic communication with carers in relation to the Strengths and Difficulties Questionnaire (SDQ).

12 Annual Report on Youth Offending Team (YOT) relating to Work with Children in Care

The Board considered an annual report on the Youth Offending Team, presented by Andy Gresswell, which gave details of the level of offending by Looked After Children (LAC), and the improvement in outcomes for LAC who had been subject to an intervention by the Youth Offending Team (YOT).

Andy explained that significant improvements had been achieved, further to the introduction of a small team of LAC specialists within the team. The use of a restorative approach had been expanded, to try and resolve issues at an early stage and help to divert young people from the criminal justice system. A lot of work had been undertaken with the residential units on this approach and tailored training could now be offered to foster carers.

RESOLVED –

(1) That the report in relation to the level of offending by Looked After Children and the improvement in outcomes for those subject to an intervention with the Youth Offending Team be noted and welcomed.

(2) That arrangements be made for training to be provided for members of the Kirklees Fostering Network in respect of the restorative approach/use of mediation.

13 Updates from Board Members on Interaction with Services

The Board gave consideration to verbal updates from Board Members on progress and key issues following interaction with Services and partners to challenge the role of the Corporate Parent.

Councillor Lawson reported on initial discussions with planning and that a further meeting was to be held in due course.

Members discussed the value of the National Citizen Service scheme (NCS) that was funded by the Government. Colleen Kenworthy suggested that their relaunch should include a linkage to NCS. It was also suggested that this should be promoted through schools.

Councillor Smith reported that he had spoken with the relevant officer in offending and a meeting was to be organised.

Colleen Kenworthy reported on a 'relaxed kids' session that had been undertaken as a pilot and funding for this was being explored. She had also discussed the possibility of organising free/reduced price events with an officer from Kirklees Active Leisure (KAL) along with the possibility of free KAL cards with a +1 feature.

Councillor Kendrick reported that she had attended a partnership support event in North Kirklees and a Social Work Conference both of which had been interesting and inspiring; she had also attended the opening of No 12 in Dewsbury.

RESOLVED –

(1) That the updates from Board Members in relation to their interaction with services and partners to challenge their role as a Corporate Parent be noted.

(2) That the Kirklees Fostering Network liaise with the Service Manager (Fostering) to explore potential linkages with the National Citizen Service scheme.

(3) That it be noted that Service Directors have been asked to attend future meetings of the Board to discuss what their service does/could do to contribute to the role of corporate parent.

(4) That the Kirklees Fostering Network liaise with the Head of Corporate Parenting in relation to arranging a visit to the No.12 drop-in facility in Dewsbury for the Teenage Support Group.

(5) That it be noted that Ward Councillors who are interested in visiting the No.12 drop-in facility in Dewsbury should contact the Leaving Care Team to make the necessary arrangements.

14 Corporate Parenting Board Agenda Plan 2019/20

The Panel will consider the agenda plan for 2019/20 municipal year.

RESOLVED –

That an item in relation to 'Staying Put' and supported board and lodgings be considered for inclusion on the agenda for the December 2019 meeting.

15 Dates of Future Meetings

RESOLVED –

That the dates of meetings of the Board during the remainder of the 2019/20 municipal year, as set out below, be noted:

- 24th October 2019, 10am
- 18th December 2019, 10am
- 10th February 2020, 10am
- 9th April 2020, 10am

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Contact Officer: Helen Kilroy

KIRKLEES COUNCIL

CORPORATE PARENTING BOARD

Thursday 24th October 2019

- Present: Councillor Viv Kendrick (Chair)
Councillor Karen Allison
Councillor Fazila Loonat
Councillor John Lawson
Councillor Richard Smith
Gill Addy
Christine Bennett
Tom Brailsford
Steve Comb
Colleen Kenworthy
Barry Lockwood
Melanie Tiernan
Janet Tolley
- In attendance: Andy Quinlan, Service Manager (Fostering)
Yasmin Mughal, Complaints and Represent Manager
Andy Quinlan, Service Manager (Fostering)
- Observers: Cllr Andrew Marchington (ex-officio)
- Apologies: Charlotte Jackson
Elaine McShane
Sara Miles
Jo-Anne Sanders
Ophelia Rix

1 Membership of the Board, Introductions and Apologies

1. The Chair welcomed everyone to the meeting and apologies had been received from Ophelia Rix, Julie Bragg, Elaine McShane, Jo-Anne Sanders, Charlotte Jackson and Sara Miles.
2. The Board noted that Tom Brailsford's new job title was Service Director (Resources, Improvement and Partnerships) and that he would remain a member of the Board.
3. The Board noted that the Head of Commissioning post was currently vacant, but that the new post-holder would be a Member of the Board.
4. The Board noted that the Terms of Reference Membership would be updated accordingly.

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 Public Question Time

No questions from the public were received.

6 Role of Corporate Parent - Strategic Director (Corporate Strategy Commissioning and Public Health)

The Board considered a verbal report from Rachel Spencer-Henshall, Strategic Director (Corporate Strategy Commissioning and Public Health) on the role of the Corporate Parent.

Rachel Spencer-Henshall highlighted the following key areas where the Corporate Strategy Commissioning and Public Health could act in an enabling role to Corporate Parenting:-

- Concessionary Council Tax relief for Care Leavers;
- Integrating Asylum Seeker looked after children into the local community;
- Job Scheme for Care Leavers – Sanna Mahmood was leading on a pilot to support care leavers into employment, it was hoped this could be continued long term;
- Exploration of gaining access for Care Leavers to employee benefits, such as My Staff Shop and Employee Healthcare;
- Commission services in public health to work directly with children and looking at needs of and assets for carers, including trying to achieve better targets for this vulnerable group;
- Free KAL passes for care leavers now available.

In response to a question from the Board relating to the Saturday Job Scheme for young people who were 16 years of age and in care, Rachel Spencer Henshall agreed to report back to the Board with further information.

The Board agreed to consider a future report on the outcomes of the pilot Job Scheme for Care Leavers and the Saturday Job Scheme. The Board agreed that these schemes should be part of the Corporate Parenting Strategy and that the Head of Service for Assessment and Intervention would make the link via the local community hubs with local business representatives, who might be able to offer employment opportunities to young people in care and care leavers.

In response to a question from the Board relating to Oral Health Care and dental support for looked after children and care leavers, the Board requested that this be included in the Oral Health Strategy and Action Plan 2019. Gill Addy advised that registering looked after children at dentists should be part of the Strategy. Rachel Spencer Henshall suggested that the Oral Health Strategy and Action Plan 2019 be taken to the Health and Wellbeing Board for consideration.

The Board suggested that a strategic overview should be drafted which outlined what was available across the Local Authority for looked after children and care

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leavers, which would ensure that those who were entitled received the same offer and that this was properly communicated to youngsters and carers in Kirklees.

Colleen Kenworthy from the Kirklees Fostering Network (KFN), advised that Kirklees Active Leisure had emailed the KFN with apprenticeship vacancies, which had been really helpful and had not previously been provided. The Board agreed it would be useful for the KFN to receive this information from KAL on a regular basis so that it could be shared with Foster Carers and thus promote potential employment opportunities to care leavers and young people in care.

The Board agreed that further enquiries should be made as to whether Council Tax Relief could be provided for care leavers and that this should be in comparison with other local authorities.

The Board agreed that further consideration should be given to providing KAL passes to foster carers as they had to take looked after children to leisure facilities but currently had to pay entry fees. Rachel Spencer-Henshall and Steve Comb agreed to liaise with KAL on this matter.

In response to a question from the Board relating to providing Max cards for foster carers at a cost of £3 and whether this could be part of the pupil premium funding, Janet Tolley agreed to liaise with the Kirklees Fostering Network to discuss further.

RESOLVED -

1. The Board noted the verbal update on the role of the Corporate Parent and thanked Rachel Spencer-Henshall for her contributions.
2. That the Board consider a future report on the 'Saturday Job Scheme' for looked after children.
3. That the Oral Health Strategy Action Plan be considered by the Health and Wellbeing Board at a future meeting.
4. That the Board consider a report on the outcome of the pilot job scheme for care leavers.
5. That the Head of Service for Assessment and Intervention make the link via the local community hubs with local business representatives who may be able to offer employment opportunities to young people in care and care leavers.
6. That KAL send regular updates to the Kirklees Fostering Network outlining apprenticeship vacancies so that these could be shared with foster carers.
7. That the Virtual School Head Teacher liaise with the Kirklees Fostering Network regarding max cards for foster carers and how these could be funded via the pupil premium.
8. That enquiries be undertaken to find out if council tax relief could be given to care leavers and that this should be in comparison with other Local Authorities.
9. The Board agreed that further consideration should be given to providing KAL passes to foster carers as they had to take looked after children to leisure facilities but currently had to pay entry. Rachel Spencer-Henshall and Steve Comb agreed to liaise with KAL on this matter.

7 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 (Sufficiency)

Steve Comb highlighted the following key areas:-

- Unregulated and unregistered Children's Homes provision; unregulated Children's Homes did not have any regulations applied - this was a current focus for Ofsted and Kirklees Children's Services were currently looking at this area;
- There had been a recent increase in the number of children in care and the Improvement Board had requested a report which would identify further information relating to the children and their circumstances.

RESOLVED -

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

8 Children's Performance Highlight Report (Sept 2019)

The Board considered a report giving key highlights on Performance Monitoring data for the Children's Service up to September 2019 presented by Steve Comb, Head of Corporate Parenting (Sufficiency), Janet Tolley, Virtual Head Teacher and Gill Addy, Designated Nurse for LAC and Care Leavers.

The Board agreed to consider a report in February 2020 showing a breakdown of persistent absentees by foster carers, Connected and Kinship Carer placements.

In response to a question from the Board relating to how the figures for dental checks of looked after children and how the figures compared nationally, Gill Addy advised that Kirklees was above average, but that the team were trying to improve on the collection of data from dentists and carers. Colleen Kenworthy advised that foster carers did inform the supervising Social Worker when they took a child to the dentist. The Board were concerned that this information was not being passed on and Andy Quinlan agreed to follow up.

The following key areas were highlighted:-

- Persistent absentees of looked after children from education – this had improved since last year;
- A bid which had been made to the Department for Education to fund the 'Mockingbird' model of fostering had been unsuccessful; Kirklees was looking at developing its own model and would consult the Kirklees Fostering Network to discuss further.

The Board agreed that the use of acronyms in reports should be avoided where possible but if they had to be used, they should be put in full at least once. The Board agreed that the use of acronyms in reports should also be consistent.

In response to a question from the Board relating to One Adoption and how Kirklees compared nationally and with statistical neighbours in terms of the number of children adopted, Tom Brailsford advised that Kirklees would shortly be reviewing One Adoption arrangements and its partnership with Kirklees.

In response to a question from the Board relating to how many children remained an adopted child, Steve Comb agreed to ask One Adoption to provide the information in a future report. The Board noted that One Adoption would be attending the December meeting to give a 6 monthly update.

RESOLVED -

1. The Board noted the Children's Performance Highlight Report (September 2019) and thanked Steve Comb, Janet Tolley and Gill Addy for their contributions.
2. That the Board consider a report in February 2020 showing a breakdown of persistent absentees by foster carers, Connected and Kinship Carer placements.
3. That the Service Manager for Fostering liaise with Children's Social Care to ensure that records reported by foster carers on attendance at dental practices by looked after children was passed on to the Designated Nurse Team.
4. The Board agreed that the use of acronyms in reports should be avoided if possible but if used should be consistent throughout.
5. That One Adoption provide figures on the number of children who remained adopted, including the numbers where the adoption had not been successful.
6. That the Board consider a future update on how Kirklees compared both nationally and with statistical neighbours in terms of the number of children adopted.

9 Overview of number of Children in Care

The Board considered an overview of the number and age of children in care, which included information relating to young people aged 16 plus placed in unregulated semi-independent accommodation inside and outside of the District presented by Steve Comb, Head of Corporate Parenting (Sufficiency).

Steve Comb advised the Board that this report was also considered by the Children's Scrutiny Panel.

The Board was informed that there had been a recent increase in the number of children in care and the Improvement Board had requested a report to look at who the children were, their age and what was known about them. Steve Comb further explained that Kirklees did support children to stay with their families, however, if they needed to come into care the necessary steps would be taken.

Steve Comb advised that good progress had been made on the number of children placed more than 20 miles from their home address.

In response to a question from the Board relating to whether the number of foster carers had increased, the Board noted that the numbers were only just stable. The Board was informed that 7 foster carers had been recruited but 12 had left. The Board agreed that more information was needed on why people left foster caring.

Tom Brailsford advised that the Mockingbird model in Kirklees would focus on what was best and would not be financially driven.

In response to a question from the Board regarding what support and information was available for people who might be thinking about becoming foster carers,

Colleen Kenworthy advised that Kirklees Fostering Network held coffee mornings where people could come and get more information and talk to other foster carers. Andy Quinlan advised that the service was looking at a 'buddying up' approach for those who were unsure if foster caring was right for them. The Board was informed that training was also available for potential foster carers to help them decide.

RESOLVED -

1. The Board noted the report on Number and age of Children in Care and thanked Steve Comb for his contributions.

10 Annual Report on Review of Foster Carer Handbook

The Board considered an Annual Report on the Review of the Foster Carer Handbook presented by Andy Quinlan, Service Manager for Fostering.

Andy Quinlan highlighted the following key areas:-

- In early stages of investigating whether the full Handbook should be made available on the internet with links so users could go straight to the information they required; the Board was informed that paper copies of the handbook would still be provided;
- Next review of the Handbook would be July 2020;
- Discussions had begun to look at the fees paid to Kirklees Foster Carers and any proposed changes would be built into the budget at Council in February 2020;
- Foster Carer recruitment process included information regarding allowances and how these could be calculated;
- Foster care was regulated and some information in the Handbook had to be displayed in a certain format.

The Board agreed that a foster carer allowance calculator should be made available on the internet to allow people to calculate their own allowances for foster caring.

The Board suggested that advice regarding Housing Benefits should be made available to foster carers and agreed that training for new foster carers should include information on how to apply for housing benefit for those carers who decided to give up work.

The Kirklees Fostering Network advised that the Handbook was a really useful guide for foster carers. The Board agreed that an early version of the web based Handbook should be shared with the Board as soon as possible.

RESOLVED -

1. The Board noted the Annual Report on the Review of the Foster Carer Handbook and thanked Andy Quinlan for his contributions.
2. That the Board consider the web version of the Handbook before it went live on the Council's website.
3. That a foster carer allowance calculator be added to the website when the Handbook was live so that people could work out their own allowances for foster caring.

4. That the Recruitment Training for foster carers included information relating to how to apply for housing benefit should foster carers decide to give up work to become a foster carer.

11 Annual report on Children's Rights and Independent Visitors Scheme (1st April to 31 March 2019) and a 6 monthly update (April 19 to Sept 19)

The Board considered an Annual Report on Children's Rights and Independent Visitors Scheme (1st April to 31st March 2019) and a 6 monthly update (April 2019 to Sept 2019) presented by Melanie Tiernan, Service Manager (Children's) and Anna Gledhill, Social Work Practice Lead.

Annual Report on Children's Rights and Independent Visitors Scheme

Melanie Tiernan highlighted the following key areas:-

- The highest proportion of work undertaken by the Children's Rights Team between April 2018 and March 2019 related to advocacy for children and young people looked after or care leavers (78%);
- Children and Young people who were supported at their Looked After Review or other meetings, 179 children and young people fed back that a positive outcome was achieved regarding issues they requested support for;
- Children and young people looked after living in another local authority area were some of the most vulnerable children and over the last twelve months a total of 82 had received support from the Children's Rights Team;
- Comments received from young people had been included in the report.

Children's Rights Team - 6 monthly report

Melanie Tiernan highlighted the following key areas:-

- Between 1.4.19 and 30.9.19 the Children's Rights Team supported children and young people relating to 198 advocacy issues and 132 of these were involved providing support at Child Looked After Reviews or other meetings;
- The issues of contact and placement continued to be recurring themes, however, if current figures continued for the next 6 months these would show an overall annual reduction from 2017-2018;
- There had been a reduction in the number wanting to make a formal complaint;
- Children and young people aged 10 or over who were subject to a child protection conference had the opportunity to speak with an Advocate to ensure that their wishes and feelings were heard within the process and taken into consideration;
- The Children in Care Council and Care Leavers Forum continued to meet twice a month; the 2 groups worked on a piece of graffiti art for a number of weeks which was presented to Corporate Parents in July.

Independent Visitors Scheme – 6 monthly report

Melanie Tiernan highlighted the following key areas:-

- At the end of September 2019, 44 young people were matched with an Independent Visitor; Councillor Kendrick advised that Councillors could help to promote the independent visitors scheme for looked after children;

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- 9 new referrals for young people to be allocated an Independent Visitor were received during 1st April to 30 September 2019, 5 of which were allocated an Independent Visitor of their choice;
- A short questionnaire was completed by Independent Visitors who attended a recent Peer Support meeting to capture the areas of support they felt they provided to young people;
- In September 2019 there were 10 young people who had been referred to the scheme had not been allocated an Independent Visitor, the scheme was currently oversubscribed;
- In order for the Independent Visitor Scheme to develop and support an increased number of children and young people, a business case had been submitted for additional Co-ordinator capacity.

Councillor Kendrick reported on the success of the Achieve Awards Event for Care Leavers held on the 22nd October 2019. The Board agreed it would like to support funding for future events of this type.

RESOLVED -

The Board noted the Annual Report on Children's Rights and Independent Visitors Scheme (1st April to 31 March 2019) and a 6 monthly update (April 2019 to Sept 2019) and thanked Melanie Tiernan and Anna Gledhill for their contributions.

12

Annual report on Complaints and Compliments for Children in Care

The Board considered an Annual Report on Complaints and Compliments for Children in Care during the period 1st April 2019 to 30 September 2019 presented by Yasmin Mughal, Complaints and Represent Manager.

Yasmin Mughal highlighted the following key points:-

- A significant number of complaints received were being resolved in the early stages;
- Working closely with the Children's Rights Teams in terms of complaints;
- Only 5 complainants out of 85 registered at Stage One had proceeded to Stage Two formal investigation;
- 2 complainants who were dissatisfied with the Stage 2 responses had proceeded to Stage 3;
- The Ombudsman had agreed with the view of the Local Authority in relation to all complaints and had taken no further action;
- The majority of complaints were consistently responded to within the statutory deadlines at Stage 1 and there had been a great improvement in the average time taken in responding to complaints;
- 100% of complaints received from young people were being responded to within statutory deadlines;
- Learning identified from complaints investigations was being shared with the Learning and Development Service.

The Board noted that the figures for failing to consult or communicate to complainants were still high, but acknowledged the trend was reducing. Yasmin Mughal advised that where a mistake had been made, an apology would be given by Kirklees and the matter followed up.

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In response to a question from the Board on what had changed as a result of complaints, Yasmin Mughal advised that the team were now reporting a lot more on trends and had made significant improvements in terms of meeting timescales and were striving to respond earlier than statutory timescales.

Christine Bennett, Head of Service for Assessment and Intervention, advised the Board that it was positive that a Senior Manager would apologise where a mistake had been made and that she was working with Yasmin Mughal's team to try and get resolutions to complaints in the early stages. Melanie Tiernan advised that Managers would sometimes go out and visit the complainants when it was felt this was necessary to resolve a complaint.

The Board agreed that the report showed a significant improvement and culture change within the organisation where there was now a better sense of ownership for complaints.

Colleen Kenworthy advised the Board that the Kirklees Fostering Network were also working closely with Yasmin Mughal's team to keep complaints low and were continuing to build links between the Local Authority, looked after children and foster carers to resolve complaints.

RESOLVED -

1. The Board noted the Annual Report on Complaints and Compliments for Children in Care and thanked Yasmin Mughal for her contributions.

13 Updates from Board Members on interaction with Services

The Board considered verbal updates from Board Members who gave an update on progress and key issues following interaction with services and partners to challenge the role of the Corporate Parent.

Councillor Lawson advised the Board that he had been in discussions with Planning to look at future build of Children's Homes and the voice of the child could be taken into account as part of the planning process.

Councillor Kendrick advised the Board that she had presented a challenge to all Councillors at full Council in September 2019 relating to their role as Corporate Parents and the areas where they could help to promote and create opportunities for looked after children and care leavers in Kirklees. The Board was informed that following Council in September 2019, an email had been sent to all Councillors regarding recruitment events for foster carers and they were also sent a copy of the Fostering Newsletter. Councillor Kendrick further explained that some feedback had been received from Councillors and this had been fed back to the Kirklees Fostering Network.

Councillor Kendrick advised the Board that she had attended the following key events:-

- Kinship Carers Workshop at No 12 in Dewsbury on the 8th October 2019 and had agreed to take a number of issues away to follow up;

Corporate Parenting Board - 24 October 2019

- Children in Care Council meeting on 18th November 2019; the Board agreed that it would be good to see more children and young people get involved in the Children in Care Council;
- Achieve Awards for Care Leavers on the 22nd October 2019 which had been a very successful and emotional event.

RESOLVED -

The Board noted the updates from Board Members on interaction with services.

14 Corporate Parenting Board Agenda Plan 2019/20

The Board considered the agenda plan of the Corporate Parenting Board for 2019/20.

RESOLVED -

1. That the 2019/20 Agenda Plan for the Corporate Parenting Board be noted and updated as agreed.
2. That the Governance Officer be authorised to liaise with officers on agreed actions.

15 Dates of Future Meetings

The Board noted the dates of future meetings of the Board during the remainder of the 2019/20 municipal year and agreed to schedule an additional meeting in March 2020 to consider the high volume of agenda items on the agenda plan.

RESOLVED -

1. The Board noted the dates of the remaining meetings in the 2019/20 municipal year:-
 - 18th December 2019, 10 am
 - 10th February 2020, 10 am
 - 9th April 2020, 10 am
2. The Board agreed to schedule an additional meeting in March 2020 to consider the high volume of agenda items.

Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

HEALTH AND WELLBEING BOARD

Thursday 26th September 2019

- Present: Councillor Viv Kendrick (Chair)
Councillor Musarrat Khan
Councillor Carole Pattison
Councillor Mark Thompson
Dr David Kelly
Mel Meggs
Carol McKenna
Dr Steve Ollerton
Richard Parry
Rachel Spencer-Henshall
Helen Hunter
- In attendance: Jane O'Donnell, Head of Health Protection
Rachael Loftus, Head of Regional Health Partnerships
Catherine Wormstone, Head of Primary Care Strategy and Commissioning
Phil Longworth, Senior Manager Integrated Support
- Observers: Councillor Habiban Zaman, Leader Member of the Health and Adults Social Care Scrutiny Panel
Lisa Williams, Calderdale and Huddersfield NHS
Tim Breedon, South West Yorkshire NHS Foundation Trust
Dawn Parkes, Mid Yorkshire NHS Trust
- Apologies: Councillor Kath Pinnock
Karen Jackson
Jacqui Gedman

21 Membership of the Board/Apologies

Apologies were received from the following Board members: Cllr Kath Pinnock, Karen Jackson and Jacqui Gedman.

Mike Crowther attended as substitute for Karen Jackson.

22 Minutes of previous meeting

That the minutes of the meetings of the Board held on 13 June 2019 and 25 July 2019 be approved as a correct record.

23 Interests

No Interests were declared.

24 Admission of the Public

That all agenda items be considered in public session.

25 Deputations/Petitions

No deputations or petitions were received.

26 Public Question Time

No questions were asked.

27 Health Protection Board Update

The Board received an update on the current health protection activities within Kirklees which highlighted key achievements and areas for further improvement. The Board was informed that the Health Protection Board (HPB) takes a system wide overview of stakeholders contributing to ensuring that local health protection arrangements are effective to minimise risk and threats to local health.

In summary, the Board were informed that:

- The Screening and Immunisation Team continues to work closely with Public Health and the Clinical Commissioning Groups (CCGs) to improve the uptake of NHS Screening and Immunisation programmes.
- Cervical Screening – Public Health has been working in partnership with NHS England to gain approval from the GP Federations (Curo and My Health Huddersfield) for cervical screening to be built into the extended access hubs. Primary Care Networks and GP Federations aim to provide more choice and appointments outside of working hours, with the intention of improving uptake. The federations have agreed to this and work is ongoing to establish a model for the clinics for each CCG.
- Public Health has been working with the CCGs to gain approval for costings to cover a text message which is triggered by the third reminder letter sent by GPs. This has been approved and all practices have been sent instructions on how to set this up.
- Issues with staffing and an increase in the number of samples received has meant that the laboratories in the region have been unable to meet the national target of 14 days to turnaround samples. From the 30 September 2019, the Cervical Screening turn-around time will be back to 14 days and communications have gone out to GP practices.
- Public Health has been working in partnership with NHS England to engage with South Asian Community centres to try and understand the cultural and religious issues and barriers to screening. This work has generated national interest.
- Measles - in light of the recent outbreak in neighbouring local authority areas, the Calderdale, Kirklees and Wakefield Immunisation Operational Group have created a separate MMR task and finish group. The purpose of the group is to understand MMR coverage and uptake and an action plan has

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been developed to monitor and provide targeted initiatives. Uptake of the MMR vaccine first dose in five year old is 97%.

- Influenza Vaccination Programme – due to the numbers of reported influenza like illnesses in residents in care homes, and the low uptake of the vaccination in frontline workers, Locala and Employee Healthcare were commissioned to attend and co-ordinate flu vaccination clinics in care homes in 2018/19.
- Human Papillomavirus Vaccine (HPV) - vaccination uptake is low in a number of schools, particularly faith schools. Gaining access to these schools has been difficult. Public Health has been working in partnership with Locala Community Partnership and NHS England to increase the uptake of the HPV vaccination. The partnership developed a survey and distributed this to parents who had refused the HPV vaccination for their child to try and understand the reasons behind their decision. The main concern identified, was the age in which the vaccine is offered.
- Kirklees has declared a climate emergency. Measures to improve air quality are a key strand of this work and a number of activities have gained system wide support in Kirklees, to reduce carbon and other harmful emissions.
- Tuberculosis (TB) – Kirklees has been successful in increasing percentage uptake of screening for Latent TB Infection (LTBI). The three year average number of reported cases in Kirklees is now 13.3 per 100,000 population from a peak of 29 per 100,000 population in 2011.

The Board asked what the uptake of cervical screening was in hard to reach groups. In response, the Board was informed that it has not been possible to acquire the data to do an in-depth analysis. However, it may be possible for the CCGs to obtain this information.

The Board enquired at what point the impact of the HPV vaccine on cervical cancer will be available. In response, the Board was informed that the vaccine was introduced in 2008, and once vaccinated girls reach the age of 25 and beyond it should be possible to get an accurate picture of the impact of the HPV vaccination on cervical cancer rates.

The Board was informed that there is ongoing national discussions regarding age reduction for bowel cancer screening. The present age cohort is 60-74.

RESOLVED - That the Board note the information presented in the Health Protection Board update report.

28

Update on the Implementation of the Kirklees Health and Well Being Plan

The Board received an update on progress with implementing the Kirklees Health and Wellbeing Plan and proposed steps for reviewing the implementation of the plan. The refreshed Plan was signed off by the Board in September 2018.

Health and Wellbeing Board - 26 September 2019

The Board was informed that the Plan provides an overview of work across Kirklees to deliver improvements in the health and wellbeing of the population. In order to better communicate the outcomes and priorities that the Plan is seeking to deliver, a one page summary was also developed and approved by the Board in January 2019. The summary supports the work by ensuring that individual organisational plans are clearer about how they are contributing to the delivery of the Health and Wellbeing Plan.

The Board was informed that it is important to determine how we are measuring progress is being measured against to Kirklees Outcomes. To enable this, a suite of high level indicators have been developed. To support the headline data, detailed work has also been undertaken to highlight how the local picture has changes over time and key inequalities.

The Board stated that it was important to emphasise in the Plan what is going to be achieved and by when, showing one or two clear outcomes. In addition, the Board further commented that it was also important to capture how the local system has already changed and in response was informed information that shows the journey will be included as part of the peer review.

The Board was informed that the next steps will be to review the Integrated Commissioning Strategy, streamline reporting mechanisms, and to hold a discussion at the next Board development session. The revised approach will then be presented to the formal meeting of the Board in January 2020.

As part of West Yorkshire and Harrogate Partnership's commitment to promote a sector led approach to improvement across all place based health and social care systems, a peer review process was piloted in Wakefield last year. All areas in West Yorkshire have committed to undertaking a review and Kirklees has agreed to go next. The date the review will take place is the 25th – 27th November 2019. Work is being undertaken to pull together the programme for the review and board members are invited to be involved in that.

RESOLVED - That the Board:

- (a) Note the progress with implementing the Kirklees Health and Wellbeing Plan
- (b) Approve the need to update the Integrated Commissioning Strategy and the Integrated Provider Board work programme and 'Plan on a Page

29 Development of the West Yorkshire and Harrogate 5 Year Strategy for Health and Care

The Board received an update on the development of a draft narrative of the West Yorkshire and Harrogate 5 Year Strategy for Health and Care, and the process for further developing and refining it. The system narrative aims to describe how the system will deliver the required transformation activities to enable the necessary improvements for patients and communities as set out in the NHS Long Term Plan (LTP). There is good alignment between the LTP and regional ambitions as set out in the 'Next Steps' document.

Health and Wellbeing Board - 26 September 2019

The Board was informed that the existing programmes have been working to refresh their objectives and it was agreed to develop a new West Yorkshire and Harrogate programme on Children, Young People and Families and expand the existing prevention programme into a new Improving Population Health programme.

The Board was informed that it was important to recognise that there are things in the document that are vitally important to Kirklees and consideration will need to be given to what are the few things to have a dialogue with the public about.

The Board commented that there is a need to be bold about the issues to be tackled and provided comment and feedback as follows:-

- Partners should be collectively raising issues with regard to children's health for example childhood obesity – its causes, impact and what can be done to tackle it
- Developing a work stream on end of life care
- Publishing mental health waiting times
- Strengthening the patients story
- Include case studies that provide a good reflective balance across issues and the places in West Yorkshire
- Given the length of the full document, an executive summary would be useful

The current timeline for the draft document is:

- 27 September 2019 - submitted to NHS England for an assurance check
- 15 November 2019 – system plans agreed with system leads and regional teams
- 3 December 2019 – Partnership Board for sign off the draft and agree publication date

The Board was informed that there will be further opportunity to submit any additional comment which will be used to inform the second draft of the document.

RESOLVED - That the Board:

- (a) Provide comment and feedback on the draft 5 Year Strategy
- (b) Note the timescale and process for the further refinement and sign-off the strategy

30 **Update on the Development of the Primary Care Networks**

The Board was provided with an update on the development of the Primary Care Networks (PCN) in Kirklees. The Board was reminded that by May 2019, each Network had to provide registration information. Following the initial PCN registration stage, the Clinical Commissioning Groups and the PCNs were required to comply with a series of further national requirements. All additional registration information was submitted and nine Kirklees PCNs was considered and approved with the aim of being operational from the 1st June 2019.

The Board was advised that as part of changes included in plans for GP contract reform, extended hours appointments which were previously provided on an

optional basis at individual practice level would now need to include 100% of the population covered by the collective practices within a PCN. Networks have provided assurance that they are delivering the required level of extended hours' service.

In January 2019, the West Yorkshire and Harrogate Health and Care Partnership requested CCGs undertake a further assessment against Primary Care Network Maturity Matrix. This suggested that although the majority of Networks were at the early stages of development approximately three networks were beginning to move through the maturity matrix at pace.

RESOLVED - That the Board:

- (a) Notes the achievement of key national milestones to register and establish nine Primary Care Networks for Kirklees
- (b) Requests that a further update be provided in the new year

31 Journey to Outstanding

The Board received a presentation on the outcome of the recent Ofsted inspection of Children's Services. The Board was reminded that in 2016 the service was rated as 'Inadequate' and since then the service has been on an improvement journey with an aspiration to be rated 'Outstanding'.

In June 2019, Ofsted attended to re-inspect the service and outlined a number of areas for development. The outcome of the inspection was the service 'Requires Improvement to be Good'.

The Board was informed that the journey to outstanding will include focus on:-

- Practice, Learning, SEND, social care
- Developing a stable workforce
- Medium Term Financial Planning which invests in evidence interventions
- Place Based Approaches
- Scrutiny – support and challenge

RESOLVED - The Board notes the information in the presentation

32 Changes to Pharmaceutical Services in Kirklees since 28/03/2018 and Publication of a Supplementary Statement to the Pharmaceutical Needs Assessment 2018-2021

The Board considered and noted a report which outlined information received from NHS England with regard to any changes to pharmaceutical services in Kirklees which necessitate the publication of a Supplementary Statement.

Concerns were raised with regard to information which suggests that some pharmacies are now charging for delivering prescription medication and the impact this would have particularly on the elderly and disabled people. The Board felt that this required further investigation.

RESOLVED - The Board notes the information in the report

Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

HEALTH AND WELLBEING BOARD

Thursday 21st November 2019

Present: Councillor Viv Kendrick (Chair)
Councillor Musarrat Khan
Councillor Kath Pinnock
Councillor Mark Thompson
Dr David Kelly
Mel Meggs
Carol McKenna
Dr Steve Ollerton
Richard Parry
Rachel Spencer-Henshall
Helen Hunter
Karen Jackson

In attendance: Tom Brailsford, Service Director, Kirklees Council
Stewart Horn, Head of Joint Commissioning, Kirklees Council
Owen Richardson, Intelligence Lead, Kirklees Council
Helen Bewsher, Intelligence & Impact Strategic Lead, Kirklees Council
Ruth Devine, Joint Transformation Project Support Manager, NHS Greater Huddersfield CCG/NHS North Kirklees CCG
Julie Oldroyd, Lead for Transformation NHS Greater Huddersfield CCG/NHS North Kirklees CCG
Julie Sykes, Chief Superintendent, Kirklees District
Phil Longworth, Senior Manager Integrated Support
Jenny Bryce-Chan, Principal Governance Officer

Observers: Councillor Habiban Zaman – Leader Member for the Health and Adults Social Care Scrutiny Panel
Tim Breedon - South West Yorkshire NHS Foundation Trust
Catherine Riley, Calderdale and Huddersfield NHS Foundation Trust
Matt England, Mid Yorkshire Hospitals NHS Trust
Diane McKerracher, Locala
Emily Parry-Harries, Consultant in Public Health

Apologies: Councillor Carole Pattison
Jacqui Gedman
Kathryn Giles

33 Membership of the Board/Apologies

Apologies were received from the following Board members: Cllr Carole Pattison and Jacqui Gedman

34 Minutes of previous meeting

That the minutes of the meetings of the Board held on 26 September 2019, be approved as a correct record

35 Interests

No Interests were declared

36 Admission of the Public

That all agenda items be considered in public session

37 Deputations/Petitions

The Board received a deputation from Christine Hyde on behalf of Campaign

38 Joint Strategic Assessment Summary

Owen Richardson attended the meeting to present the updated Kirklees Joint Strategic Assessment (KJSA) Overview 2019/20, advising that this updated version will replace the previous 2018/19 overview. It summarises the key population health and wellbeing issues and challenges for Kirklees.

The Board was reminded that in May 2016, the Board agreed that the Kirklees Overview would be updated annually and published online following approval from the Board.

The Overview provides a useful context for the more detailed sections of the KJSA by summarising the 'big issues' and 'key challenges' for health and wellbeing using infographic and simple messages. The aim is to continually look for ways to improve the information based on feedback from the steering group.

In summary the Board was informed that:

- It is possible to better understand Kirklees today by looking back at historical data as some of today's health issues may be traced back to the area's industrial roots
- Diversity and changing patterns of ethnicity is important to understand as migration has given Kirklees a varied and diverse population, which may lead to difference and inequalities in outcomes
- Population projection suggests that over 65⁺ shows the largest increase and the proportion of the population 85⁺ is set to double by the year 2041
- The KJSA is framed around the seven outcomes, which partners across Kirklees have signed up to. Achievement of these outcomes will ensure people are starting well, living well and ageing well. A set of high-level

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indicators have been agreed to help monitor progress against these outcomes

- The latest geographical breakdowns include the 7 Kirklees Places, 16 Community Hubs and the 9 Primary Care Networks
- There are a number of things that are going well in terms of improvements for example, infant mortality rates are falling, under 18 conception rates have dropped significantly and smoking rates in adults have dropped
- Things to watch out for includes type 2 diabetes associated with lifestyle factors including obesity and physical inactivity

The Board was informed that there is still time to provide comment on the draft overview, and any comments should be submitted by 28/11/19.

RESOLVED

That the updated Joint Strategic Assessment Kirklees Overview for 2019/20 be endorsed.

39 **Current Living in Kirklees (CLiK) Survey 2020**

Helen Bewsher attended the meeting to inform the Board about plans for undertaking a Current Living in Kirklees (CLiK) survey in 2020, and; to seek endorsement and support from the Board for this being undertaken and funded on a Partnership basis.

The Board was informed that CLiK surveys have been undertaken on a regular basis since 2001. The last survey was in 2016 and was jointly run by the NHS and Council and funded by Public Health. The survey provides data that is not available through any other routine data collection processes and provides key information for the Kirklees Joint Strategic Assessment (KJSA) and data wider than just health and social care. It also provides vital indicators for monitoring trends and inequalities; and supports intelligence-led decision making across the Council, CCGs and wider integrated health and social care system.

In addition, place based working across Kirklees partnerships also depends on local intelligence and the survey provides robust intelligence at a district and sub-district level to support place based approaches.

The Board was informed that the rationale for having the CLiK survey is for the robust collection of population indicators for monitoring progress towards shared outcomes across Kirklees communities and places particularly in relation to health, clean and green and economic wellbeing. The central importance of the CLiK survey to local intelligence requires a partnership approach to CLiK 2020. Previous surveys were funded by Public Health however, this is no longer an option and therefore partnership funding is required to commission a research company to undertake CLiK 2020.

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The Board raised questions with regard to the cost of undertaking the survey and was advised that costs could be reduced if a larger proportion of respondents completed the survey online.

The Board commented that the information from the survey is beneficial and would like to see CLiK 2020 being undertaken. It was agreed that Rachel Spencer-Henshall would take forward the option of joint funding to the Kirklees Partnership Executive.

RESOLVED

(a) That the Board supports and endorses a partnership approach to the CLiK 2020 survey

(b) That Rachel Spencer-Henshall takes forward the options of joint funding for the CLiK 2020 survey to the Kirklees Partnership Executive

(c) That the Board supports the commission of the Council's Intelligence & Performance Service to project manage the survey to provide sub-district level intelligence

40 **Kirklees Children and Young People's Partnership & Plan - new arrangements**

Tom Brailsford provided the Board with an update on the work being undertaken to relaunch the Children and Young People's Partnership and to develop a new Children and Young People's Plan. The Health and Wellbeing Board will have a central role in the governance of this work and, to support the partnership, changes to the Board's Terms of Reference are being proposed.

The Board was informed that the Children and Young People's Partnership was relaunched following a consultation and engagement event held in March 2019, which was attended by 80 participants from a cross section of organisations working with children in Kirklees. The previous partnership arrangement had been paused for the previous 18 months to focus attention and resources on the Improvement Board and its work. The previous partnership operated as a formal committee with closed membership and a traditional committee cycle.

The intention is that the new partnership model will have membership that is open to a wider range of organisations including the third sector. It will not operate as a formal committee and will not have formal decision making responsibilities.

The Board was informed that there is no longer a statutory requirement to produce a Children and Young People's Plan, however there is a consensus that a Plan provides collective focus and clarity about the priorities to be championed and addressed across the partnership. The Partnership has identified and agreed nine priorities that support good outcomes for children and; the partnership will continue to develop new structures to deliver work and improve outcomes in three new priority areas, namely:

- To tackle child poverty
- To support inclusion and better outcomes for LGBT and young people

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- To grow the youth offer – place to go, people to see, things to do

The Board commented that it was important to ensure that there are mechanism for feeding in the voice of young people.

The Board was informed that discussion with the relevant portfolio holders and senior officers within the council has led to the proposals that the Health and Wellbeing Board take on the oversight of this work. The Board agreed to the new arrangements for the Children's Partnership and the amendments to the Health and Wellbeing Board's terms of reference to reflect the new arrangement. The Board agreed that the next step is for the amended terms of reference to progress to full council in January 2020 for ratification.

RESOLVED

That the Board notes the new arrangements for the Children's Partnership and agrees the amendments to the Health and Wellbeing Board terms of reference to enable it to provide governance oversight of the partnership.

41 **Future in Mind Transformation Plan Refresh**

Stewart Horn presented the Future in Mind Plan Refresh, advising the Board that there is a requirement to publish a refresh of the plan annually, in October each year and this is the final year of the five year Future in Mind period. The NHS Long Term Plan published early 2019 will shape the direction of services and allocation of resources for the next five years.

The Board was reminded that in 2015, Kirklees developed a 5 year Transformation Plan to improve local Child and Adolescent Mental Health Services (CAMHS) and other services for children, young people and families by 2020. The initial plan included 49 ambitious local priorities which were quality assured by NHS England. Many of the 49 local priorities have progressed well and are now beginning to support expected changes by 2020. The 2017, document reflected systematic changes and the priorities were refined down to 25. The 2019 refresh, further refined the priorities to 23, with a renewed emphasis on young people's voice and the provision of a safe space for young people experiencing mental health crisis.

The Thriving Kirklees Partnership is now well established and is beginning to show real progress in terms of joined up service delivery such as the multi-agency single point of contact for the Child and Adolescent Mental Health Service. There is also a commitment to develop digital and online support for young people where appropriate.

Achievements over the last 12 months include:-

- Successful application to become one of the first Mental Health in Schools Trailblazer sites
- Received funding to create mental health practitioners that will work in schools
- Introduction of Neurodevelopmental pathway which combines the assessments for Autism Spectrum Condition (ASC) and a range of related

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conditions to provide a more seamless service for a broader cohort of children

- Reduction in ASC waiting times to 7 months and investment will continue to be made in the assessment pathways to bring the waiting times in line with NICE guidelines of 3 months
- Next 12 months – looking to increase young people’s participation
- Year 9 survey identified issues for LGBT young people
- Looking to increase use of digital and social media

The Board was informed that whilst no national targets are set, the aim is to get the waiting times for mental health and support down to 18 weeks while having conversations that focuses on prevention rather than setting artificial targets.

The Board welcomed the information and asked that a further update be provided in the new year.

RESOLVED:

That the

- a) Future in Mind Transformation Plan Refresh be approved by the Board
- b) Board maintain strategic oversight of the plan

42 Kirklees Draft SEND Improvement Plan (For consultation)

The Board received information highlighting the Kirklees Draft SEND Improvement Plan being developed for the SEND provision and services across Kirklees.

The Board was informed that there are a number of factors to developing the improvement plan. In 2019, the partnership received feedback from a peer review on aspects of the SEND functions in Kirklees. A report was also commissioned to assess the ambitions and plans for children and young people with SEND and high needs in Kirklees. The improvement plans brings together the recommendations from both these sources.

Ten key actions have been identified and are presented to the Board for comment and discussion. The ten draft priority headings are:

- Data baselining and Systems Management
- Governance Arrangements
- Develop a sustainable financial strategy for SEND
- Placements Sufficiency and Capacity
- Joint Commissioning Arrangements (*Initial Prioritisations*)
- Transitions Arrangements
- The Local Offer
- Performance Management and Quality Assurance
- Workforce Development
- Communication and Engagement Strategy

The Board noted the SEND Improvement Plan.

RESOLVED:

That the content of the Draft SEND Improvement Plan be noted.

- 43 Kirklees Frailty Strategy**
Ruth Devine and Julie Oldroyd, Greater Huddersfield CCG and North Kirklees CCG presented the draft Kirklees Frailty Strategy to the Board for discussion and approval.

The Board was informed that frailty is one of the key priorities in the delivery of the Kirklees Health and Wellbeing Plan, is cited in the Long Term Plan and is a focus for local integration work between Health and Social Care. Across the Kirklees footprint, a joint Health and Social Care draft frailty strategy has been developed in collaboration with a number of partners and stakeholders within the system. The draft strategy is relevant to all age groups and takes a life course approach.

The Kirklees Frailty Strategy builds on the existing North Kirklees Frailty Strategy as a Kirklees wide strategy was needed. The purpose of the strategy is to outline how quality of life and outcomes for the Kirklees population will be improved by the system's stakeholders working together to prevent frailty and improve identification and care of those who are already frail. It has a strong focus on both health and social care elements to support people to live as independently as possible.

The strategy has been split into five key domains which supports delivery of the 7 Kirklees outcomes and the priorities outlined in the health and wellbeing plan:

- Prevention
- Healthy and Safe Environment
- Supportive Networks
- Seamless Integrated Systems
- High Quality, Person Centre and Personalised Care

A Frailty Steering Group is being developed across the Calderdale, Kirklees and Wakefield (CKW) footprint. Across CKW a number of work streams have been developed with a frailty focus aiming to improve the quality of life and outcomes for the local population.

The Board commented that it is important to capture the patient's voice and to speak to people generally including local businesses to raise awareness of the different services in Kirklees that people can be signposted to.

The Board further commented that it is a well written document that links to the outcomes of the Health and Wellbeing Plan.

RESOLVED:

That the Joint Health and Social Care Frailty Strategy be approved by the Board.

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Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

HEALTH AND WELLBEING BOARD

Thursday 30th January 2020

Present: Councillor Viv Kendrick (Chair)
Councillor Musarrat Khan
Councillor Mark Thompson
Dr David Kelly
Carol McKenna
Dr Steve Ollerton
Richard Parry

In attendance: Jacqui Stansfield, Commissioning Quality and Performance
Mike Houghton-Evans, Independent Chair, Kirklees Adults Safeguarding Board
Lyndon Peasley, Carers Strategy Manager
Fatima Khan-Shah Programme Unpaid Carers Programme Lead
Phil Longworth, Senior Manager, Integrated Support
Emily Parry-Harries, Consultant in Public Health
Stacey Appleyard, Healthwatch
Chris Lennox, South West Yorkshire NHS Foundation Trust
Catherine Riley, Calderdale and Huddersfield NHS Foundation Trust
Julie Sykes, West Yorkshire Police
Martin Barkley, Mid Yorkshire Hospitals NHS Trust
Dr Khalid Naeem, North Kirklees CCG

Apologies: Councillor Carole Pattison
Mel Meggs
Karen Jackson
Jacqui Gedman
Rachel Spencer-Henshall

44 Membership of the Board/Apologies

Apologies were received from the following Board members: Cllr Carole Pattison, Jacqui Gedman, Mel Meggs, Rachel Spencer-Henshall and Karen Jackson

Emily Parry-Harries attended as sub for Rachel Spencer-Henshall and Stacey Appleyard attended as sub for Helen Hunter

45 Minutes of previous meeting

That the minutes of the meeting of the Board held on the 21 November 2019, be approved as a correct record.

46 Interests

No Interests were declared

47 Admission of the Public

That all agenda items be considered in public session

48 Deputations/Petitions

No deputations or petitions were received

49 Public Question Time

Christine Hyde, North Kirklees NHS Support group asked a question and Dilys Beaumont, Dewsbury Keep Our NHS Public asked a question in respect of agenda item 6.

50 Update on the Primary Care Networks Development Programme

The Board received a paper, for information, which provided an update on the Primary Care Networks (PCN) Development Programme. The Board was informed that there has been a positive start to the way in which PCN's are operating.

The Board questioned whether there were any mechanism in place to get feedback on the PCNs. In response, the Board was advised that one such mechanism is through the Patient Reference Group and a meeting is being arranged to bring together PCN's Patient Reference Groups.

The Board acknowledged the update and commented that it will continue to watch the development of the PCN's with interest and would welcome an update on the implementation of the new National Service Specifications.

RESOLVED – That the update be noted

51 Tackling Violence in Kirklees

The Board received a paper, for information, which provided an update on tackling violence in Kirklees. The Board was reminded that, at the development session in November, there was a discussion aimed at:

- developing a shared understanding of violence reduction, especially as a public health issue
- Understanding the emerging plans for violence reduction in West Yorkshire and Kirklees
- Clarifying the role of the Board and its members

The Board was informed that work is progressing particularly around capturing the appropriate data, especially when someone attends A&E as a result of a violent incident.

RESOVLED – That the update be noted and a progress report be provided in six months

- 52 WY&H Care Partnership Unpaid Carers Programme / Kirklees Carers Strategy**
Fatima Khan-Shah Programme Unpaid Carers Programme Lead, West Yorkshire & Harrogate Health & Care Partnership and Lyndon Peasley, Carers Strategy Manager
provided the Board with an update on the West Yorkshire & Harrogate Care Partnership Unpaid Carers Programme/Kirklees Carers Strategy.

The Board was informed that the rationale for developing the strategy was recognition of the critical role of unpaid carers. The strategy was co-produced by key partners including the Kirklees Carers Strategy Group and local carers.

Carers make a significant contribution to health and social care and evidence suggests that they can experience significant accessibility issues when it comes to accessing primary care.

The Board was informed that many carers are hidden, and help is needed to identify them as they don't identify themselves. The majority are providing care without formal support and early identification and targeting support reduces carer breakdown. Carer investment is important to prevent further ill-health and supporting the carer's health and wellbeing enables them to remain in work, benefiting their household and the local economy.

The Board was directed to a plan on a page and advised that social prescribers in General Practice can play a key role in enabling carers to access relevant support. Healthwatch are undertaking a piece of work with BME carers which will feed in.

The Board asked how young carers are identified and questioned whether school could do more. Cllr Kendrick agreed to raise the issue with schools. The Board was also advised that Barnardo's are looking at a form of assessment.

The Board was informed that each partner organisation on the Board were being asked to:

- Nominate a lead within each partner organisation
- Sign up to the Carers Passport
- Deliver awareness training to front-line staff

The Board agreed to receive an update every six months.

RESOLVED

That each organisation would confirm back who the lead was in each organisation and sign up to the Carers Passport.

- 53 Stronger together - Working for a safe and healthy Kirklees - Kirklees Inter-Board Partnership Protocol**
Mike Houghton-Evans provided the Board with an update on the Stronger together – working for a safe and healthy Kirklees, Kirklees Inter-Board Partnership Protocol.

Health and Wellbeing Board - 30 January 2020

The Board was informed that the sustainable delivery of improvements in health, wellbeing and safety for the population of Kirklees is dependent on effective collaboration across a wide range of organisations and partnership bodies. The Health and Wellbeing Board has a key role in providing whole system leadership.

In January 2017, the Board endorsed the joint working protocols, which set out the roles and expectations of a range of key bodies to promote effective collaboration. Following discussions, it was agreed that there was a need to refresh the joint working protocol covering relationship and working arrangement between:-

- Kirklees Health and Wellbeing Board
- Kirklees Safeguarding Children Partnership
- Kirklees Safeguarding Adults Board
- Kirklees Communities Board
- Kirklees Children and Young Peoples Partnership

The refreshed protocol describes the roles, functions and interrelationship between these strategic partnerships across Kirklees in their joint determination to safeguard and promote the health and wellbeing of children, young people and adults.

The Board was asked to note the next steps in the appended report and endorse and formally adopt the joint protocol.

RESOLVED

That the Board endorses and adopts the joint protocol and will receive ongoing reports on actions

54 Kirklees Safeguarding Adults Board Annual Report 2018 - 2019

Mike Houghton-Evans presented the Kirklees Safeguarding Adults Board Annual Report 2018-19.

The Board was informed that the Kirklees Safeguarding Adults Board (KSAB) is a statutory strategic partnership which brings together the main organisations working with adults at risk of abuse or neglect. The Annual report is produced every year and its purpose is to identify progress and celebrate achievements made over the past 12 months against the intentions laid out in KSAB's strategic plan.

The Adult Safeguarding Peer Challenge in 2018 was positive about the board fulfilling its leadership and strategic functions as well as highlighting areas for development.

Healthwatch is a key part of the Board and helps to take forward the engagement strategy. Cllr Khan, Portfolio Holder, Health and Social Care recently joined the Board as a member of the Health and Wellbeing Board and Emily Parry-Harries, Public Health has also joined the Board.

The Board was informed that the two main priorities are:-

Health and Wellbeing Board - 30 January 2020

- Self-neglect - a new policy and procedure is being developed and
- Dignity in care

Mr Houghton-Evans advised the Board that this would be the last time he would be presenting the annual report as he will be retiring from the role. The intention is to recruit a new independent chair with the aim of having someone in post at the beginning of April 2020. The Board thanked Mr Houghton-Evans for his work as independent chair of KSAB.

RESOLVED

That the Kirklees Safeguarding Adults Board Annual Report 2018-19 be received.

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Contact Officer: Jenny Bryce-Chan

KIRKLEES COUNCIL

LICENSING AND SAFETY COMMITTEE

Monday 6th January 2020

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 Mohan Sokhal
Councillor Kath Taylor
Councillor Michael Watson
Councillor Cathy Scott

In attendance: Russell Williams, Group Leader
Stephanie Mashiter, Senior Licensing Officer
Nicola Sylvester, Governance Officer

Apologies: Councillor Mumtaz Hussain
Councillor Manisha Roma Kaushik
Councillor Terry Lyons
Councillor Harpreet Uppal

1 Membership of the Committee

Apologies for absence were received from Councillors Hussain, Kaushik, Iredale and Lyons.

2 Minutes of Previous Meeting

The minutes of the meeting of the Committee held on 11 June 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 Proposed Revision to Statement of Licensing Policy 2020-2025

The Committee considered a report which outlined proposed revisions to the Statement of Licensing Policy, issued under the Licensing Act 2003. The Licensing Act 2003 requires the Council, in its capacity as Licensing Authority to review its statement of licensing policy every 5 years.

The Committee was informed that consultation on the revised policy was undertaken between the 4 November 2019 and the 15 December 2019 and five responses were received. In its response, West Yorkshire Trading Standards commented that section 13.5 of the revised policy, appeared to be a softening of the council's stance against counterfeit/illicit tobacco and requested that the suggested revision revert back to the original statement as outlined in the previous policy at section 13.4. The public had also raised concerns about the hours granted for some premises licences and environmental issues. (A full list of consultees was contained at appendix B of the main report).

The Committee was advised that the revisions aimed to link the policy to the council's corporate priorities and strengthen a number of areas. The key changes include:-

- The structure of the policy
- Expanding guidance around promoting the four Licensing Objectives; and work has been undertaken in conjunction with the Kirklees Safeguarding Partnership to strengthen the protection of children from harm
- Online sale of alcohol
- Adding guidance in relation to the Equalities Act 2010
- Expanding guidance on completing operating schedule
- Updating information on Closure Notices, Reviews and Expedited reviews
- Updating the guidance on safeguarding
- Highlighting the importance of ward members and applicants are encouraged to consult ward members

The Committee asked a number of questions and the responses are summarised below:-

The Licensing Authority has a role to provide advice and guidance with regard to the online sale of alcohol, however the onus is on the seller to have robust checks and safeguards in place. These safeguards should include verifying that the person accepting the delivery is over the age of 18. Nationally this is a growing concern and it will be for the government to introduce legislation.

Applicants should consult ward councillors prior to submitting an application, however this could be viewed as lobbying. To prevent this the Committee felt that every ward councillor should be made aware and given clear guidelines that spells out their limitations with regard to licensing. It was agreed that this would be taken

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away by officers for further discussion with a view of producing guidelines for ward councillors.

The Licensing Authority does not have any powers under the Licensing Act to refuse a licence to reduce the cumulative impact of certain premises for example for fast food establishments. Work is being undertaken with Public Health to look at this.

Extensive training is available for businesses to enable them to comply with the policy, however there is no requirement to make it mandatory.

The Committee requested that amendments be made to the wording of section 6.30 of the revised policy, to give it more clarity.

RESOLVED - That subject to the amendments agreed at the meeting that the proposed revised Statement of Licensing policy 2020-2025 progress to Full Council on 15th January 2020 for adoption.

8 **Licensing Service - Update Report** **Licensing Service – Update Report**

The Committee received an update on the activities undertaken to discharge the Council's licensing Functions from 1st April 2019 to 1st December 2019. The Committee was advised that between April and December the following applications were processed:-

New applications – 39
Full variations – 3
Minor variations – 10
Transfers – 36
Reviews – 11

The Committee was informed that the overriding aim of the Licensing Service when carrying out its function relating to the licensing of Hackney or Private Hire Drivers, Vehicle Proprietors and Operators is the protection of the public.

In March 2019, the Committee approved the new Kirklees Taxi Policy, which included the West Yorkshire wide Fitness and Suitability Policy, and Driver Training Policy. Colleagues from the West Yorkshire Combined Authority (inc York) continue to work together on the harmonisation of certain policies in respect of the licensing of hackney and private hire trades.

The number of hackney carriage and private hire licences in force in Kirklees are:-

Hackney Carriage Vehicles – 235
Dual Drivers Licence – 3010
Private Hire Operators – 137
Private Hire Vehicles – 2026

The Committee was informed that the government has now reduced the maximum stake for fixed odd betting terminals, reducing it from £100 to £2.

RESOLVED - That the Licensing Service update report be noted.

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Contact Officer: Penny Bunker

KIRKLEES COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Monday 9th September 2019

Present: Councillor Elizabeth Smaje (Chair)
Councillor Andrew Cooper
Councillor Harpreet Uppal
Councillor Andrew Marchington
Councillor Habiban Zaman

In attendance: Councillor Shabir Pandor
Rachel Spencer-Henshall, Strategic Director - Corporate
Strategy & Public Health
Carl Whistlecraft, Head of Democracy

26 Membership of Committee

All members of the Committee were present

27 Minutes of Previous Meeting

The minutes of the Committee meeting held on 22 July 2019 were agreed as a correct record.

28 Interests

No interests were declared

29 Admission of the Public

All items were considered in public session.

30 Deputations/Petitions

No deputations or petitions were received.

31 Public Question Time

There were no public questions received.

32 Leader of the Council Priorities 2019/20

Councillor Shabir Pandor, Leader of the Council attended the committee meeting to set out his portfolio priorities for the 2019/20 municipal year. Councillor Pandor highlighted the following issues:

- The most recent Children's Services Inspection Report which indicated good progress and that the council was now out of special measures. The Leader emphasised that the council could not be complacent and the ambition was for the service to achieve an outstanding rating.

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- The successful launch of the Huddersfield Blueprint had taken place. As a mark of the council's commitment to the masterplan, an agreement had been reached to purchase the Huddersfield town centre piazza.

- The Local Government Association Corporate Peer Challenge had taken place and the findings report was being finalised. The challenges that had been identified were already in view in the council. One issue raised was the need for a single Clinical Commissioning Group on the Kirklees footprint.

- Equality and diversity continued to be a priority area of focus, not just in terms of ethnicity but also disability and LGBT.

- Place based working – including the introduction of locality partnership leads. The peer challenge had identified the place based working as having a solid foundation with members at the heart.

- Greener Kirklees had become a cabinet portfolio issue and the Climate Emergency Working Group had been established to undertake an audit and produce a report for council to agree a way forward.

- In respect of community safety and working in communities work, an approach to ward based meetings was being developed. Work to address gang violence and fear within communities was also a priority area of work.

In considering the areas put forward by Councillor Pandor there was a discussion on effective budgeting, including business rates and the need for longer term financial settlements to support local authority planning processes.

The committee endorsed the view that councillors needed to know what was happening in their wards and communication with key partners was critical to the flow of timely information.

The committee discussed homelessness and housing and Councillor Pandor confirmed that the administration was looking to address the issue of housing in an holistic way, including a review of the Council's future relationship with Kirklees Neighbourhood Housing.

Councillor Pandor confirmed that work was underway to allocate the additional budget allocation for youth services, this included exploring the creation of a youth zone. The aspiration was to support young people to contribute to the community, develop skills and ambition and reduce the risk of them being drawn into criminal behaviour.

In respect of the Huddersfield blueprint work, Councillor Cooper welcomed the launch. Clarification was sought on the governance and ownership of the project. Councillor Cooper was keen that the Council did not lose the initiative but was able to lead and pull other groups in to work together. Councillor Pandor explained that the next phase of the project would be working up more detail and identifying key timescales. A copy of the document would be shared with the committee once it was

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available. The Council would also seek to identify any lessons learned from the project, which would inform initiatives in other areas of Kirklees.

Councillor Smaje asked about information on the website for local businesses and residents concerned with leaving the European Union. Other local councils had links on their websites to signpost people to information. Councillor Pandor agreed to look into the issue.

The committee continued to explore how local businesses were being supported through the council's approaches. Cllr Pandor explained that procurement processes were being tailored to support the local economy, for example breaking up large contracts to enable smaller local businesses to bid for specific elements. Work was ongoing to help small businesses to be able to access procurement processes. Cllr Pandor undertook to provide a copy of a spread sheet capturing information relevant to retaining wealth locally and inclusive growth.

The committee concluded its discussion by talking about the seven ambitions of the Council and how elected members would be embedded at the heart of the organisation. Cllr Pandor felt that the importance of the democratic process was something all staff needed to understand. In addition the Council was looking at developing the capacity of councillors to give them the tools to carry out their role at the centre of their communities.

Resolved:

(1) The Committee thanked Cllr Pandor, Leader of the Council for attending the meeting and noted the priorities he had identified for the 2019/20 municipal year.

(2) That once available, the committee receive the timetable and key milestones for the Huddersfield Masterplan project.

(3) That the Leader would follow up on the concerns raised about the lack of information on the Council's website for businesses and residents on leaving the European Union.

(4) That the Leader provide the committee with the spread sheet data and other strategic information related to inclusive growth work.

33 Place Based Working - Update Report

The Management Committee considered an update on the work taking place to develop the Council's approach to Place Based Working. Rachel Spencer Henshall, Strategic Director and Carl Whistlecraft, Head of Democracy attended to present the item.

The committee noted that place based working was one of the core elements of Kirklees Council's Corporate Plan. The developing approach was predicated on the view that citizens and communities are best placed to know their own challenges and their strengths but could not always achieve change alone. Communities and their representatives were being put at the heart of system design and delivery which could significantly increase the impact for citizens.

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It was noted that place based working would use a range of local information, insight and intelligence to achieve the best outcomes for individuals and communities. It would involve working with the council's partners to make sure that geographically, the whole system of Kirklees is aligned around local places with which people identify.

It was recognised that solutions would not be 'one size fits all' and wherever possible solutions would be tailored to meet personal and local requirements. Work would bring multi-agency teams together around the place, sharing their knowledge and skills. Work would be in the best interests of the community and the people, not the organisations. Place based working would take a common sense approach to supporting people to help themselves.

In undertaking work it was important to understand that Kirklees was a diverse and vibrant network of towns, people and communities. Council wards sat at the heart of geographies and were the building blocks for developing the approach to place based working.

The report continued to explain how the council had commissioned Collaborate to assess the views and perspectives of stakeholders to help to understand the current situation and the barriers and opportunities to going further. A copy of the Collaborate report was provided for the committee.

The report continued to update on the progress made in beginning to develop an approach to place based working with specific reference to the following areas:

- The wider strategic context
- Place Partnerships
- Ward and sub-ward ward partnerships
- Citizen engagement and the Place Standard
- Proposals regarding strategic coordination and operational support.

The committee thanked officers for the comprehensive report and raised initial concerns about the need to move to innovative practice, having observed some outdated practice at a local ward level. Rachel Spencer Henshall acknowledged that there was work to do to ensure a shared understanding and cohesive approach to the work across council services and partners.

The committee members who had experience of using the place standard agreed that it was excellent for engaging local people in conversations. However, it was resource intensive and the council needed to ensure that work was properly resourced at all stages in order to maximise the effectiveness of the approach.

The committee discussed the challenges facing the Place Partnerships in spending the funding allocated for mental health and domestic violence work, given the delay in the work starting. Ms Spencer Henshall indicated that assurance had already been given that funding could be rolled forward.

The committee recognised that a successful place standard engagement exercise was likely to raise community expectations and queried how those expectations

Overview and Scrutiny Management Committee - 9 September 2019

would be managed. Carl Whistlecraft explained the further phases of the place standard work and how it would help to prioritise areas of work and subsequent feedback to communities. It was recognised that in order to maximise effectiveness, the council needed to work closely with partners.

In providing feedback on the approach, Councillor Marchington suggested that councillors need to be involved in the project a little earlier. It was also suggested that perception surveys may be appropriate to gauge how people felt about the engagement.

In respect of the Place Partnership work it was considered important there was evaluation work to understand the effectiveness of the additional funding and how it had been targeted. In order to see impact in the priority areas a longer timescale was required, rather than looking to change the funding priorities every year.

In welcoming the Place Partnership work the committee felt there needed to be clearer intelligence information available on mental health and domestic abuse. It was important to understand where gaps there were in an area, where services were currently working and how the partnership monies could be used to add value and avoid duplication.

The committee discussed how it wished to scrutinise place based working moving forward and agreed that a subgroup would be formed, drawing membership from the Corporate Scrutiny Panel and the Economy and Neighbourhoods Scrutiny Panel. It was requested that future information coming to scrutiny should start to include timescales and specific priorities.

Resolved:

- (1) The committee thanked Rachel Spencer-Henshall and Carl Whistlecraft for their informative presentation and report on place based working.
- (2) That a small sub group drawn from members of the Corporate Scrutiny Panel and the Economy and Neighbourhoods Scrutiny Panel be set up for the remainder of the municipal year to scrutinise the development of place based working in Kirklees.
- (3) That future information incorporate where possible timescales, milestones and outcomes.

34 Request to establish a Joint Health Scrutiny Committee

The Committee considered a request to establish and appoint the membership of a joint health scrutiny committee. The committee would review proposed changes to specialist vascular services for adults in West Yorkshire. The joint committee would include membership from across the region.

Kirklees had been allocated two places on the Committee and OSMC was asked to agree how the places should be allocated in Kirklees with reference to political ratios on the Council.

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The committee was also asked to consider if it wanted to delegate the power of referral to the Secretary of State, to the joint health scrutiny committee or to retain it within the council.

In considering the report the committee agreed that the Kirklees area was significantly affected by the proposals for vascular services and should be part of the joint health scrutiny committee. The places should be allocated on a 1:1 basis. The committee agreed that the power of referral should be delegated to the joint committee for this issue only. Any other formal joint work being undertaken at a regional level would require further consideration by Overview and Scrutiny Management Committee if a power of referral may be exercised.

- (1) The Committee approved the participation of Kirklees Council in a Regional Joint Health Scrutiny Committee to look at vascular services.
- (2) That the two Kirklees places on the joint committee be allocated on a 1:1 ratio, with nominations being provided by Group Business Managers.
- (3) That the Kirklees Council power of referral to refer concerns about the proposals to the Secretary of State, be delegated to the joint committee subject to agreement of the terms of reference.
- (4) That due to the urgent need for the joint committee to start its work, once the draft terms of reference are available, they are circulated to members of the Overview and Scrutiny Management Committee for comments to the Chair. Having due consideration of points raised, the Chair of the committee will make the final decision on approval or the proposed amendment of the terms of reference.

35 Scrutiny Panel Lead Member Reports

The Management Committee considered update reports from the four Scrutiny Panel Lead Members on the recent work of their panels.

Councillor Marchington highlighted the on going work looking at the improvement work in Children's Services. He suggested that there may be a need to look at the effectiveness of partnership working. The panel also needed a better understanding of how Scrutiny can use and interpret data.

Councillor Smaje provided a verbal update on the work she had undertaken as Chair of Scrutiny, including several briefings to help inform discussions at future management committee meetings.

Resolved:

- (1) The committee noted that the Lead Member update reports on the work of scrutiny panels since the beginning of the new municipal year.
- (2) Councillor Smaje provide a verbal update on her work as Chair of Scrutiny, including briefings with the Chief Executive and heads of service.

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- (3) The committee noted that the Scrutiny Annual Report 2018/19 would be considered at Council on 18 September 2019.

36 Date of Next Meeting / Agenda plan

Resolved:

- (1) Noted that the next scheduled meeting would be held on 4 November 2019 at 2.00 p.m. Councillor Marchington submitted his apologies.
- (2) Agreed that an additional meeting be scheduled for 2 October 2019 at 4.30 p.m. (This meeting was subsequently postponed).

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Contact Officer: Penny Bunker

KIRKLEES COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Monday 4th November 2019

Present: Councillor Elizabeth Smaje (Chair)
Councillor Andrew Cooper
Councillor Harpreet Uppal
Councillor Habiban Zaman

In attendance: Rachel Spencer-Henshall - Strategic Director –
Corporate Strategy, Commissioning and Public Health
Andy Simcox – Service Director for Strategy and
Innovation
Clair Ashurst-Bagshaw - Head of Transformation and
Culture Change

Apologies: Councillor Andrew Marchington

37 Membership of Committee

Apologies for absence were received from Councillor Marchington.

38 Minutes of Previous Meeting

The minutes of the meeting held on 9 September 2019 were agreed as a correct record.

39 Interests

No interests were declared.

40 Admission of the Public

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

41 Deputations/Petitions

No deputations of petitions were received.

42 Public Question Time

No questions were received.

43 Update on the Corporate Transformation Programme

The committee considered an update on the progress of the council's corporate transformation activities during the 2019/2020 municipal year to date.

The committee was reminded of the change in focus of transformation activities to areas that affect the whole council in order to focus resources to deliver transformational change. The targeting of transformation team resources took into account the following:

- strategic planning activities
- crosscutting strategic transformation

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- areas of high priority corporate/ budget risk
- high risk service interventions – where a service requires more expansive support.

Current priorities for the team input had been assessed as;

- organisation design
- the development of place-based working
- strengthening enabling services
- high needs
- placements
- waste
- adult social care, children's improvement

In May 2019 a number of staff from the corporate transformation team were realigned within services to enable services to embed the change required as part of 'business as usual'. This left a core team of transformation leads, programme managers, project managers and a project officer within the transformation team. The team has developed a clear purpose and offer for future transformation priorities.

The report continued to set out progress to date and planned activities against the priority areas for transformation support.

In considering the report the committee discussed whether the transformation team was considering best practice and benchmarking with other local authorities in terms of the priority areas. Councillor Cooper mentioned the work at Stroud District Council in respect of waste management. In relation to the concerns raised about fly tipping Councillor Smaje also queried the approach to enforcement in order to effectively tackle the issue. It was recognised that communities become frustrated at repeated fly tipping problems where, although the waste is collected, the underlying issue was not being addressed. The committee agreed that the details of the work underway strategy would be reported on a regular basis to the economy and neighbourhoods scrutiny panel. Mr Simcox agreed that it was important to identify areas of good practice to learn from. It was important that good practice was also compatible with good business principles for the council.

Rachel Spencer Henshall advised that the council needed to move to an approach which saw greater corporate overview of decisions across the organisation and provided a challenge about why we were taking certain approaches to service provision. It was important that the council had sufficient technical input including from an external perspective. The peer challenge findings made reference to a need for a culture change and collective outcomes.

The committee queried the reference in the placements section of the report to it not being felt beneficial to have an external review at this time. Officers explained that work was under way to identify and map out gaps in intelligence before revisiting the potential focus of an external review.

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Finally the committee considered the appendix to the report which set out the transformation team offer and expectations. The committee asked how the team was engaging with services so they understood the offer.

The committee agreed that the children's scrutiny panel would maintain an overview of the high needs strand of work; placements would be considered by the health and adult social care scrutiny panel and waste by the economy and neighbourhoods scrutiny panel. The management committee requested a further update on the overall programme in six months' time.

RESOLVED –

- (1) That officers be thanked for providing an update on the current position in respect of the Corporate Transformation Programme.
- (2) That areas of focus be included in Scrutiny Panel work programmes as follows:
 - Placements/Adult Social Care – Health and Adults Social Care Scrutiny Panel
 - Waste – Economy and Neighbourhoods Scrutiny Panel
 - High Needs/Children's Improvement - Children's Scrutiny Panel
- (3) That the Committee consider a further progress report in 6 months.

44 Request to establish Ad Hoc Scrutiny Panel

The Committee considered a request to establish an Ad Hoc Scrutiny Panel to look at the Council's future relationship with the current Arms Length Management Organisation.

The committee noted that the recent Local Government Association Corporate Peer Challenge had recommended consideration of the relationship and there had been previous consideration of an options appraisal by Cabinet in December 2018.

The peer challenge recommendations were discussed at a meeting of leading councillors and it was agreed that Scrutiny would be asked to undertake a focussed piece of work to identify the best option(s) for the Council to achieve the right balance of risk to the Council and outcomes for local residents in respect of Council managed housing stock.

The work would also consider the findings of the Hackitt Review and other changes to the regulatory framework. It was proposed that the ad hoc panel would report its findings early in 2020. A copy of the proposed terms of reference for the Ad Hoc Panel were circulated at the meeting for consideration. An indicative timetable for the work was also circulated.

In considering the report the committee asked that the terms of reference include looking at the governance requirements in respect of the housing management models. The work of the panel should also consider how the models support the Council's strategic priorities, including the Health and Wellbeing Strategy and the Economic Strategy.

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The committee agreed to a 1:1:1:1 ratio for the membership of the Ad Hoc Panel.

RESOLVED -

- (1) That an Ad Hoc Scrutiny Panel be established to look at the future arrangements for the Council's residential housing stock.
- (2) That the membership of the ad hoc panel be on a 1:1:1:1 ratio.
- (3) That the terms of reference be agreed subject to the addition of consideration of governance requirements and how models support the Council's strategic priorities, in particular the Health and Wellbeing Strategy and the Economic Strategy
- (4) That the outline timetable for the work be approved.

45 **Update on Elective Home Education Ad-hoc Scrutiny Panel**

The Scrutiny Committee received a progress report on the work of the Elective Home Education Ad hoc Scrutiny Panel. It was noted that since the initial phase of scrutiny work, new guidance had been issued by the government for local authorities. The ad hoc panel had met with officers to understand the potential implications for Kirklees.

The report continued to set out the work that had been undertaken by the ad hoc panel in the current municipal year which included meeting with the owner of a dedicated website for home educators.

In considering next steps for the work it had been agreed that it was important to hear the voice of the child when considering the issue. Arrangements were being made to seek the input of young adults with experience of home education. The panel was also seeking views from local head teachers concerning issues such as flexi-schooling and removing children from roll.

The management committee agreed to the outstanding areas of work and requested that the final report of the ad hoc panel be considered by the management committee in March 2020.

RESOLVED -

- (1) That the progress report on the work of the Elective Home Education Ad Hoc Scrutiny Panel be noted.
- (2) That following the final phase of work, the findings report of the panel be considered by the committee in March 2020

46 **LGA Corporate Peer Challenge**

The committee considered a proposed approach to the development of an action plan in response to the recommendations from the Local Government Association Corporate Peer Challenge.

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It was noted that the Kirklees corporate peer challenge took place from 9th to 12th July 2019 and involved substantial input from a range of staff, councillors and stakeholders. The peer team focused on the following five areas:

- understanding of the local place and priority setting
- leadership of place
- organisational leadership and governance
- financial planning and viability
- capacity to deliver

The peer team was also asked to consider if the council had the right focus and what more might be done to 'speed up its journey'.

The report produced by that peer team identified key strengths including:

- Strong communities with strong identities
- incredibly dedicated and committed staff
- an ambitious investment project

The recommendations of the peer review had been discussed in informal cross party meetings and would be considered by Cabinet in November before being presented to Council on 13th November. It was proposed that the action plan in response to the recommendations, would form an addendum to the council's Corporate Plan.

RESOLVED -

- (1) The Scrutiny Committee noted the proposed approach to the findings of the Corporate Peer Challenge and the development an action plan.
- (2) That there needs to be clarity around monitoring arrangements and ownership of agreed actions. The committee recommends that a progress report should be considered at Cabinet and Council.

47 Date of Next Meeting / Agenda plan

The Committee considered its forward agenda plan and future meeting arrangements.

RESOLVED -

- (1) That the Management Committee meeting scheduled for 2 December be cancelled.
- (2) That the agenda plan be amended to move items to January and March 2020.

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Contact Officer: Carol Tague

KIRKLEES COUNCIL

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Monday 13th January 2020

Present: Councillor Elizabeth Smaje (Chair)
Councillor Harpreet Uppal
Councillor Andrew Marchington
Councillor Habiban Zaman

Apologies: Councillor Andrew Cooper

48 Membership of Committee

Apologies were received from Councillor Andrew Cooper.

49 Minutes of Previous Meeting

The minutes of the Committee meeting held on 4 November 2020 were agreed as a correct record.

50 Interests

No interests were declared.

51 Admission of the Public

All items were considered in public session.

52 Deputations/Petitions

No deputations or petitions were received.

53 Public Question Time

There were no public questions received.

54 Effective Regional Working in Kirklees

The Committee received a presentation from Ben Still, Managing Director and Dave Pearson, Director of Transport Services at West Yorkshire Combined Authority (WYCA) in relation to partnership working and the benefits delivered for the district.

The presentation outlined:-

- Political membership and the Leadership Team
- Kirklees' role
- The four key priorities, namely (i) boosting productivity; (ii) enabling inclusive growth; (iii) delivering 21st century transport; and (iv) tackling the climate emergency
- Kirklees' Levy Contribution
- Delivery in Kirklees
- Inclusive Growth

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- Tackling the Climate Emergency
- Key Kirklees Priorities 2020-21

The key areas of the Committee's discussion and responses to questions are summarised below:

- It was noted that Kirklees had a high level of engagement and involvement within the WYCA and had representatives on a number of boards and committees. This included Councillor Shabir Pandor, Leader of the Council, who was the Chair of the Inclusive Growth and Public Policy Panel and Councillor Manisha Kaushik who was the Deputy Chair of the Transport Committee.
- Kirklees made a transport levy contribution of £19.8m, which included £9m to fund free travel for older and disabled people, which was a national scheme now paid for by local authorities, and £4 m to commission social necessary buses and AccessBus services.
- The Committee noted the funds from central government allocated through the Growth Deal for each district and how this was spread over specific priorities within Kirklees. These priorities included Growing Business, Skills Capital and Clean Energy. It was noted that the Growth Deal funding mechanism was due to end in March 2021.
- In partnership with the Council, 1038 grants had been offered to support local businesses, totalling £8.3m. Websites and social channels were used to spread the message that this funding was available. There were also Business Advisors working within the local authorities, business representative groups and pop up cafes. A watching brief was kept on the distribution of spend in order to identify any potential gaps and encourage take up where required.

With regards to raising ward member awareness of the grants available and signposting opportunities, the Committee were informed that a members' newsletter tailored to each local authority was distributed via email on a monthly basis.

- In July 2019, WYCA set a zero emissions target of 2038 and work was ongoing to fully understand what the pathway to achieving that target across the City Region would look like. It was anticipated that this would be available for sharing in March/April 2020.

WYCA were also involved in work that was ongoing nationally as to how best to appraise the climate impacts of specific programmes and apply that method to current programmes. This would give an indication on the carbon footprint of each of the each of the projects and programmes within the authority's portfolio.

- It was acknowledged that there were challenges in that each local authority region had slightly different approaches to air quality management areas and were at different stages of setting a of clean air zone.

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With regards to clean air zones, the Committee were advised that the Euro 6 diesel engine specification was the minimum compliant in terms of vehicle emissions and produced significantly less emissions than those from older buses. Alongside the requirement for clean air zones, the Government also ran some schemes which enabled the retrofitting of older and mid-life buses to reach the Euro 6 standards. The Panel noted that WYCA had been successful in obtaining monies to retrofit vehicles and that funding had been applied via a prioritised approach as per the conditions of government funding.

The bus fleet across West Yorkshire was partially compliant with clean air zone Euro 6 standards. Further retrofitting and work with bus operators and government funding was required to bring all buses to that standard. In terms of standards required by WYCA, notice was given to the bus industry a couple of years ago that by 2020, they would only want to commission Euro 6 engine vehicles and were working towards Euro 6 being the default standard in order to deal with the worst effects of emission. It was important to be mindful that if too high a standard of vehicle was required then this might have the consequence of reduced bus services in areas where they were most needed, particularly given that the investment required was a challenge for smaller bus operators.

- The introduction of electric buses was at an early stage and it was acknowledged that the range and terrain of some journeys within the region made this was challenging.
- With regards to rail travel, Government decisions were expected in 2020 in relation to improvements to the Huddersfield/Leeds/York route and arguments would continue to be made to improve the trans-Pennine corridor and extend to Manchester.

It was acknowledged that the reality was that almost every corridor needed improvement and whilst there was a need to improve the Huddersfield to Penistone line it was not currently at the top of the list of priorities.

- Whilst the region did not have an oyster card system, it did operate a well established multi modal operational scheme via the M Card. There had been an aspiration to have a system based on a bank card and mobile phone as an identification token, but this had been outpaced by technological developments and that project was currently in a pause position and talks were ongoing with Transport for the North as to how the M Card could be further developed as part of a localised solution.

The complex structure of rail fares was acknowledged and it was noted that as part of the Williams' review of rail, a review had started to look the at the fare structure of railways across the whole country and the development of an equitable system across the length of the journey.

- Work in relation to inclusive growth was in its early stages, in that the scale of the problem was understood and efforts had gone into developing a strategy that aimed to align with local authorities' own work on inclusive growth.

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- Confirmation as to whether it was community groups or businesses who could apply for the Rural Communities Energy Fund would be provided further to the meeting.
- Work led by the 5 authority leaders was ongoing to secure a devolution deal and there were positive signs that this might be concluded over the course of the year.
- A major funding bid had been submitted to Government called Transforming Cities, which was a corridor based programme that had been developed in partnership with the local authorities with a focus on linking actual travel demand for communities. The total value of the programme across the city region was between £250m - £500m and it was hoped to hear the outcome of the bid by Spring 2020.
- With regards to skills, there was an ask to devolve powers and funding in order to reshape and re-structure local skills provision to meet future demand. It was noted that every LEP area had an Employment Advisory Panel.
- In relation to transparency, the Committee were advised that the WYCA were established in statute and its' processes mirrored how the local authority conducted business. However, it was acknowledged that the WYCA did not have the same direct relationship with communities and that did present challenges in communicating work and decision making.

Local Enterprise Partnerships were separate in terms of their treatment by Government. Government had introduced some new information regarding improving LEP's transparency but this was already in place at a WYCA level as the LEP mirrored the transparency and accountability.

- Decisions were made through 3 Boards, namely the Combined Authority as the core decision making board, the Transport Committee which had delegation from the Combined Authority; and the Local Enterprise Partnership (LEP). Other decisions were delegated through officers and recorded in line with those taken by local authorities. It was noted that a potential area for confusion for the public was where the Combined Authority funded a project that was sponsored by a local authority who were ultimately the decision maker and scheme sponsor.
- The Combined Authority meeting was webcast and members of the public could attend but not ask questions. The Transport Committee was not currently webcast due to accommodation issues. There were also district consultation sub-committees, which were locally based meetings specifically around transport issues, which were an open forum. It was acknowledged that wider promotion of these meetings was important.
- With regards to engagement across West Yorkshire, the Committee raised that pavements and roads etc did not stop at Council boundaries and it was important that there was a mechanism to ensure consultation across region.

In response, it was accepted that this was an area to improve with local authority partners. It was noted that some combined authorities had taken a more strategic view and managed more centrally than the WYCA had chosen to do. It was acknowledged that WYCA may have gone too far in the other direction and a joining up mechanism had not been in place early enough in the process to ensure that the whole picture was in view and the Committee were advised that lessons had been learned.

- The changing environment in relation to bus operators was highlighted and it was noted that the bus market in West Yorkshire had lost over a million bus trips per year. This was at a time when public transport would need to play a key role in the reduction of the carbon footprint and allowing fully inclusive growth, and the reconciliation of this would be a real challenge. It was important to support bus operators in taking a wider view of profitability and to face the challenge of decline when services were needed most.

The Panel also noted that a close watching brief would be kept on events in Manchester, which as a mayoral zone had taken the first steps to a franchising option.

Resolved: The Committee noted the information presented and thanked Ben Still and Dave Pearson for their attendance.

55 Cohesion Review Progress Update

The Committee received a report which provided an update on the development of the Cohesion Strategy, focusing on findings from analysis of the 50 focus groups held to inform the vision and strategy.

Carol Gilchrist, Head of Communities and Ali Amla, Cohesion and Integration Manager were in attendance for the item.

The Panel were advised that the Cohesion Strategy had been developed with co-production principles at its foundation. The next stage of development was a partnership event in January to which all councillors had been invited. This would enable the drafting of the vision and strategy which would go out to further consultation before formal adoption.

The key areas of the Panel's discussion and responses to questions are summarised below:

- With regards to whether communities across the whole of Kirklees had been consulted, the Panel were advised that focus groups had been varied and a place based approach had been taken throughout the process. All local areas had been covered including Huddersfield, Mirfield, Batley and Spenningsdale and rural communities. It was acknowledged that there were some gaps within the engagement, but it was believed that there was a fairly representative voice at this point to create a broader vision and strategy and gaps that had been identified would be addressed through local planning and development.

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- The Committee referred to the findings of the Casey Review of 2016 which highlighted the need to bring communities together and asked what work was being undertaken to build on previous work around cohesion as well as current working practices. In response, it was noted that the Casey Review was a national review and the policy never came to light through government. The Cohesion Strategy review was more localised and would tie in with current Council policies around place based working.

Since 2016 the offer within the Cohesion Team had changed in that they were now a smaller team comprised of 6 officers. Some of the work being translated through the Strategy was that work should not just be led by officers and elected members, with an asset based approach being taken to developing cohesion.

- With regards to research, it was planned to triangulate and integrate communities work and consult across the Council, which was a data rich organisation. More in Common were currently doing a piece of research across Batley and Spen and it had been intended to align with this work, but unfortunately there had been delays due to the general election. Reference was also made to new academic research emerging in the field of cohesion and integration.
- The new vision would be aligned to the Council's commitment to Intercultural Cities with the incorporation of key recommendations to complement existing action plans. It was clarified that Intercultural Cities was working broadly across the Council and cohesion was one aspect. It was agreed that the report would be shared with the Committee.
- It was important to create a shared vision with communities and partners and review the whole council approach, rather than focusing on one service. With regards to day to day operation, it was intended that work would evolve into locally place based action plans which would include further engagement and work with partners as to priorities within specific localities.
- In terms of demonstrating and recording work that had been carried out by the Cohesion Team to bring communities together, it was noted that the implementation and development of the cohesion framework would include an evaluation matrix and measurements to evaluate the impact of work and determine what was working and to consider any changes that might be required to make more impact.

Examples of work included the administration of small grant funding opportunities to a number of grass roots community organisations of up to £500 to assist in innovation as well as a series of up to 30 events that had been facilitated during Inter Faith Week which had brought together approximately 2,800 residents.

- Hate crime was not used as a measurement of cohesion as reporting could rise as a result of awareness raising work carried out in an area. One measurement used was the CLIK Survey, which was completed by residents and measured

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perceptions of cohesion across the district and another was the Police and Crime Survey.

- The Cohesion Review and Strategy would be broader than being sat within one department and viewed as everyone's business. It would be aligned to work done through the Democracy Commission, place based working and the Council's vision of people, partners and place. There was a desire to engage broader partners to enrich the data obtained and this included workshops and elected member engagement.
- In response to questions as to the consultation carried out and whether 250 people was a representative sample of the population of Kirklees, the Committee were advised that work had started with 20 focus groups and there had been an iterative process to identify gaps in order to ensure that voices were captured. It was noted that Kirklees had a unique footprint and it was important to engage more widely eg with rural communities and young people and recognise other diversity factors such as disability. Staff networks had also been utilised, as 80% of staff lived and worked in Kirklees and this was a valuable insight. The Committee were informed that this was not the end of the journey.

The Place Standard had been delivered in 11 areas to date and up to 600-1,000 residents could be engaged in a geographical area. These findings would also be integrated into this work.

The Committee were advised that this was an initial analysis of data for strategy development purposes and it was hoped to collaborate with the University to do more. It was also noted that at the outset of the process, focus had been on consultation and engagement, rather than research. However, through discussions with More in Common and the University, there was going to be a piece of statistical research specifically around cohesion within the Batley and Spennings Dale area. As previously mentioned, it had been hoped that it would form part of this report but there had been a delay to external factors. The research would include a door knocking survey as well as other types of academic research and would focus on what impact More in Common's cohesion work had made across the area.

In terms of lessons learned, it was acknowledged that there could have been more focus on representative sampling and liaising with the Council's Data and Intelligence Team at an earlier stage.

- The next stage of development was important, as once the framework had been developed, work would move into developing localised action planning.
- Members questioned whether the consultation demonstrated voices across the locality, recognised the multitude of community groups across Kirklees, involved schools and the Youth Council and reached out to those who were not part of community groups.

The Committee were advised that consultation data had not been included within the report due to GDPR challenges, in that it had not been possible to data

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cleanse to the extent where it could be shared in the report. Members were informed that consultation included 89 primary, secondary and further education establishments, 44 teachers and 5 focus groups involving 53 individuals which incorporated a spectrum of voices across the age groups. Volunteers, generational family groups, women's groups, refugees and asylum seekers, faith groups, volunteers and young offenders had also been consulted and feedback had been received from individuals to say that this had been their first interaction with local authorities. Officers had also gone out to communities and attended large events such as carnivals and Pride.

In response to a question regarding the action plans and the outcomes, outputs and measurements therein, it was noted that this was still in development and the partnership event in January would be part of this and officers were keen for elected Members to be part of the working groups who would set the place based action plans. The Committee asked for further information as to how the action plans would evolve.

Resolved: The Committee:

1. Wished to see further information as to how the action plans would evolve;
2. Required further details as to the engagement carried out; and
3. Recommended that the Strategy timeline be paused to ensure that the base for the vision was robust and based on a representative sample across Kirklees.

56 Scrutiny Panel Lead Member Reports

The Management Committee considered update reports from the four Scrutiny Panel Lead Members on the recent work of their panels.

Resolved: The Committee noted the Lead Member update reports on the work of scrutiny panels.

57 Date of Next Meeting / Agenda plan

Resolved:

1. It was noted that the next scheduled meeting would be held on 9 March 2020 at 1400; and
2. Agreed that an additional meeting be scheduled at the beginning of March to consider the report of the Ad Hoc Scrutiny Panel (Future Arrangements for the Council's Residential Housing Stock), prior to it being submitted to Cabinet.

Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

PERSONNEL COMMITTEE

Monday 4th November 2019

Present: Councillor Shabir Pandor (Chair)
Councillor Graham Turner
Councillor Susan Lee-Richards
Councillor Naheed Mather
Councillor Peter McBride
Councillor John Taylor
Councillor David Hall
Councillor John Lawson
Councillor Rob Walker

1 Membership of the Committee

All Committee Members were present.

2 Minutes of Previous Meeting

RESOLVED – That the Minutes of the Meeting held on 1 July 2019 be approved as a correct record.

3 Interests

No interests were declared.

4 Admission of the Public

All agenda items were considered in public session.

5 Deputations/Petitions

No deputations or petitions were received.

6 Public Question Time

No questions were asked.

7 Dying to Work Charter

The Committee received a report which explained the Dying to Work Charter and sought support for the approval of the Charter.

The report advised that the Charter set out an agreed commitment and approach as to how employees would be supported, protected and guided throughout their employment, following a terminal diagnosis. The Charter was appended to the considered report. It was noted that, whilst the Council already had established guidance and practice in managing complex health issues, the signing of the Charter would provide an affirmation of a collective approach as a supportive employer.

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The Committee were advised that, in addition to providing support to employees, it was also proposed that the Council's commitment extended to supporting employees who have close family members with a terminal illness.

RESOLVED - That the Dying to Work Charter be adopted.

8 **Update - Senior Management Arrangements**

The Committee received an update on recent changes to the senior management structure within the Council. The report advised that (i) an appointment had been made to the post of Service Director for Innovation and Strategy in May 2019 (ii) the post of Service Director for Environment was currently subject to advertisement and that an interim Service Director had been appointed to oversee the role (iii) it was proposed that two part-time Service Director posts be reconfigured into a single new Service Director role focussed upon mental health and learning disabilities, and that a new Head of Service for regulated in-house care services be created and (iv) it was proposed that a new full-time post of Service Director for Customers and Communities would be created, to replacing an existing part-time Service Director role.

The report advised that the changes and proposals reflected upon the recommendations arising from the peer challenge in relation to increased leadership capacity, building on the community plus model, and creating an environment which would best facilitate collaborative working.

The Committee were also informed that responsibility for Kirklees Neighbourhood Housing would be transferred to the Strategic Director for Adults and Health, in order to allow the Strategic Director for Economy and Infrastructure to focus upon other priority areas, and that the Directorate would be designated as 'Adults, Housing and Health'.

A senior management structure chart, setting out the proposed changes and amendments, was attached at Appendix 1 of the considered report.

The Committee discussed the proposed restructuring and the rationale for the changes to the existing structure. It was agreed that the proposals be progressed in support of creating a long term structure which is fit for purpose.

RESOLVED –

- 1) That the update from the Strategic Director for Strategy, Commissioning and Public Health on senior management changes be received and noted.
- 2) That approval be given to establish the post of Service Director – Customer and Communities, and that the structure of Service Directors therefore be increased by one full-time equivalent.
- 3) That, pursuant to (2) above, a Member Appointment Panel be convened on a 3:1:1 ratio to recruit to the post of Service Director for Customer and Communities.
- 4) That the reconfiguration of Service Director roles within Adults, Housing and Health Directorate, to include the post of Service Director for Learning Disabilities and Mental Health, be noted.

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- 5) That, pursuant to (4) above, a Member Appointment Panel be convened on a 3:1:1 ratio to recruit to the post of Service Director for Learning Disabilities and Mental Health.
- 6) That approval be given to the extension of contracts for the part-time posts of Service Directors in the Adults and Health Directorate in order to ensure the provision of adequate capacity during the transitional period.

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

STANDARDS COMMITTEE

Wednesday 22nd May 2019

Present: Councillor Paul Davies (Chair)
Councillor Martyn Bolt
Councillor Lisa Holmes
Councillor James Homewood
Councillor Alison Munro
Councillor Shabir Pandor
Councillor Mohan Sokhal

1 Admission of the Public

RESOLVED – That the business for the meeting be considered in public.

2 Appointment of Standards Sub-Committee

It was moved by Councillor P Davies, seconded by Councillor Bolt and;

RESOLVED - That the appointment of the Standards Sub-Committee be approved; that the Sub-Committee should not be in accordance with the requirements of Section 15 and 16 of the Local Government and Housing Act 1989 but that the membership be drawn from the membership of the Standards Committee at Item 18 of the Agenda of the Annual Council meeting.

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Contact Officer: Andrea Woodside

KIRKLEES COUNCIL

STANDARDS COMMITTEE

Wednesday 11th September 2019

Present: Councillor Paul Davies (Chair)
Councillor Martyn Bolt
Councillor Alison Munro
Councillor Lisa Holmes
Councillor Mohan Sokhal

In attendance: Mike Stow – Independent Person

1 Membership of the Committee

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

2 Minutes of Previous Meeting

RESOLVED - That the minutes of the meeting held on the 6 March 2019 be approved as a correct record. Proposed by Cllr Bolt and seconded by Cllr Munro.

3 Interests

It was noted that Councillors Bolt, Munro and Davies were Members of either a Town or Parish Council.

4 Admission of the Public

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

5 Deputation/Petitions

No deputations or petitions were considered.

6 Public Question Time

No questions were asked.

7 Code of Conduct - Complaints Update

The Committee received a report which provided an update on complaints that had been received since the previous meeting of the Committee on the 6 March 2019. The Committee was informed that the report is prepared every six months and gives a breakdown of complaints received.

The Committee was advised that since the publication of the report a further complaint had been received taking the numbers from 59 to 60. The complaints relate to alleged breaches of the Code of Conduct, 16 relate to Kirklees Councillors (a total of 12 Councillors) and 44 relate to Parish councillors (a total of 2 Councillors).

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Of these:

- 1 progressed through to a formal consideration by the Assessment Panel and subsequent decision,
- 4 were not progressed after the initial assessment process
- 9 were dealt with informally
- The remaining 46 are relatively recent

There was a further verbal update provided that amended the published figures in the complaints summary due to 2 complaints being finalised, with no action taken, between the publication of the report and the meeting.

The Committee was informed that while it appears that the numbers of complaints received had increased, 43 of the complaints are all concerning the same matter, a number of which are waiting to progress to the Assessment Panel for consideration. The complaint relates to a Town and Parish Councillor. However only 30 of these will progress. This is due to needing to seek consent of the complainants to share their complaints with the Councillor complained of. However, not all of the original complainants gave their consent.

The Committee asked whether the complaints that had come in via email had been verified as it is possible for email addresses to be made up. In response, the committee was informed that most of the complainants had been identified to ensure that complaints were not being made for vexatious or malicious purposes and a great deal of effort goes into the filtering of such complaints.

The Committee also questioned whether the location of the complaints were valid as social media can make a complaint global, or are they limited to Kirklees. In addition the Committee raised concerns regarding the resource implications and economics of dealing with complaints as the council appears to be bearing the financial burden from town and parish councils which is adding to the overall financial and officer burden.

The Committee was informed that there is a legislative obligation on the Monitoring Officer to deal with complaints, however this obligation does not cover the monetary aspects.

The Committee suggested that there needs to be a wider conversation and a piece of work to look at how standards are dealt with as a whole. This should be looked at as part of the review.

The Committee was informed that prior to the recent increase, looking back it has been fairly stable. The Committee suggested that it would be useful to have a comparison with what was previously in place in comparison to now.

The Committee commented that it was not solely about how many complaints that was of concern but the nature of the complaints. While the number provides a good indication it would also be useful to know, what complaints were raised, were they resolved and what can be learned. The Committee suggested that this information could be presented in graph form and the complaints grouped in specific categories,

Standards Committee - 11 September 2019

for example complaints that relate to social media would be one category. It would then enable the Committee to look at outcomes and lessons learned.

RESOLVED -

- 1) That the report be received and noted
- 2) That future information be presented in graph form with complaints grouped into specific categories

8 Standards Update - Ethical Standards

The Committee received a report which provided an update on developments since the publication of the Committee for Standards in Public Life (CSPL) report. The report focused on the work Kirklees had undertaken, wider developments and whether there are any changes that the Committee should consider recommending.

The Committee was referred to section 2.3.5 of the report, and asked whether the recommendations, (those marked with an asterisk) could form part of the review. The Committee considered each recommendation in turn as follows:

Point 3 – Councillors should be presumed to be acting in an official capacity in their public conduct, including social media.

Mr Stow, Independent Person, informed the Committee that there is a need for some guidance to be issued to elected members. Once this guidance is issued it should then be clear how behaviours will be judged. Mr Stow made reference to historic social media posts and how these should be considered.

In response, some Committee members felt that it is not possible to entirely delete historic posts and the information can still be accessed and publicised. Historic posts should not be included as, consideration of social media should be from the point of election.

Other Committee members commented that whilst in public office elected members are accountable and the facts of each case should be looked at. While some committee members felt that it should be a matter of addressing patterns of behaviour, for example if the post was written before the person became a councillor and there is no pattern of behaviour then it should not be considered.

The Committee suggested that there should be some guidance, albeit not too wordy, which includes all the key points. The Committee also felt that there needs to be further, wider discussion and discussions with Counsel.

Point 7 – Councils should be required to include in their Code of Conduct a rule that precludes participation where a member has any interest a member of the public would reasonably regard as so significant that it is likely to prejudice a member

The Committee was advised that in considering conflicts of interest it should be determined whether this affects a person more or less and this is already covered by the Code. The issue is whether it is working or does this need to be

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strengthened, for example around lobbying. The Committee felt that there should be further discussion on this as part of the review.

Point 9 – Formal recording of the views of an Independent Person (IP) involved in any decision making process

The Committee agreed that with regard to decision notices the views of the IP should be recorded.

Point 12 – there should be a discretionary power to establish decision-making Standards Committees with members from parish councils

The Committee agreed that this should be fully considered at a special meeting of the Standards Committee to be arranged in November.

Point 17 – Clarification of whether councillors may be lawfully barred or have facilities withdrawn as a sanction.

The Committee agreed that this should be fully considered at a special meeting of the Standards Committee to be arranged in November.

RESOLVED -

- 1) That the report be received and noted
- 2) That a review of the Standards Process commence and consideration be given as to who should be consulted as part of a review and that a special meeting of the Standards Committee be arranged to take place in November 2019
- 3) That the starred proposals in para 2.3.5 of the submitted report be considered by the review
- 4) That authority to finalising details of the review be delegated to the Monitoring Officer

9 Standards - Cases and News Update

The Committee considered a report which provided information on developments, news and matters of local government ethics, including relevant case law.

RESOLVED - That the report be received and noted

Contact Officer: Leigh Webb

KIRKLEES COUNCIL
STANDARDS COMMITTEE

Monday 25 November 2019

Present: Councillor Paul Davies (Chair)
Councillor Martyn Bolt
Councillor Alison Munro
Councillor Bill Armer
Councillor Mohan Sokhal

In attendance: Mike Stow – Independent Person

1 Membership of the Committee

Apologies for absence were received on behalf of Councillors Homewood. The Chair reported that Councillor Holmes had been replaced by Councillor Armer, with effect from this meeting.

2 Minutes of Previous Meeting

RESOLVED - That the minutes of the meeting held on the 11 September 2019 be approved as a correct record.

3 Interests

It was noted that Councillors Armer, Bolt, Munro and Davies were Members of either a Town or Parish Council.

4 Admission of the Public

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

5 Deputation/Petitions

No deputations or petitions were considered.

6 Public Question Time

No questions were asked.

7 Standards Update - Ethical Standards

Further to Minute 8 of the last meeting of this committee, held on 11 September 2019, a report was submitted setting out the next steps in respect of a review into the standards process.

Following the implementation at Annual Council to review the code of conduct bi-annually, Members of the Committee had further resolved to include the following Committee for Standards In Public Life (CSPL) recommendations as part of the review:

Standards Committee – 11 September 2019

- Councillors should be presumed to be acting in an official capacity in their public conduct, including social media
- Amendments to the Localism Act to State that a code of conduct applies when a member claims or gives the impression they act as a member
- Council should be required to include in their code of conduct a rule that precludes participation where a member has any interest a member of the public would reasonably consider having regard as so significant that it is likely to prejudice a member
- Formal recording of the views of an Independent Person involved in any decision making process.
- There should be a discretionary power to establish decision-making standards Committees with members from parish councils.
- Clarification of whether councillors may be lawfully barred or have facilities withdrawn as a sanction.

Further to the recommendations above being included within the scope of the review, the report set out a number of additional discussion points for potential inclusion.

In considering the role of Parish and Town Councils in the standards process, Members highlighted the distinct role of Parish/Town Council Members. It was suggested that a separate, individually tailored questionnaire could be developed for Parish/Town Councils.

The Monitoring Officer commented on the importance of focussing on relevant community groups and highlighted the role of Members in assisting to target particular Groups. It was requested that any feedback be submitted to herself or Davis Stickey.

With regard to timescales it was reported that the review process would be conducted between December and 21 February 2020, with a report being submitted to his Committee in March 2020 in advance of Corporate Governance and Audit Committee and Annual Council.

RESOLVED-

1. That the scope of the review include the Committee for Standards in Public Life recommendations set out in 2.1.5 of the report, specifically whether they should be voluntarily adopted and, if so, how that can be done.
2. In addition, the review include the discussion points set out at 2.2.1 of the report.
3. That the results of any consultation be submitted to a future meeting of the Standards Committee.
4. That the consultees as set out in 6.2 of the report be agreed subject to the inclusion of individuals who have encountered the current standards process.

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5. That, with the exception of wider members of the public, the method of consultation include targeted requests to the identified consultees referred to in (4) above using a questionnaire format that will encourage open answers.
6. That consultation notices be posted on Kirklees Council's website and social media channels pointing to an on line survey available via Kirklees Council's website and social media channels to encourage members of the public and other council officers to respond.
7. That the contents of the proposed consultation survey, be referred to Members of this Committee to allow for any recommendations with regards to questions.
8. That authority be delegated to the Monitoring Officer to draft the survey in accordance with members' views as well as the general arrangements for the review in consultation with the Chair of Standards and to ask the Monitoring Officer to prepare a report setting out the feedback from the review as well as any proposals arising from it for consideration at the next meeting of the Standards Committee.

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Contact Officer: Richard Dunne

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 26th September 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

All committee members were present.

2 Minutes of the Previous Meeting

The minutes of the meeting held on 29 August 2019 was approved as a correct record.

3 Interests and Lobbying

No interests or declarations of lobbying were made.

4 Admission of the Public

All items on the agenda were taken in public session.

It was noted that the committee received exempt information in respect of Application 2017/92568, as defined in Part 1 of Schedule 12A of the Local Government Act 1972.

5 Public Question Time

No questions were asked.

6 Deputations/Petitions

No deputations or petitions were received.

7 Site Visit - Application No: 2018/93965

Site visit undertaken.

8 Site Visit - Application No: 2018/93529

Site visit undertaken.

9 Planning Application - Application No: 2018/93965

The Committee gave consideration to Planning Application 2018/93965 Erection of 105 dwellings with associated highways works and landscaping Land at, Tithe House Way, Bradley, Huddersfield.

Strategic Planning Committee - 26 September 2019

Under the provisions of Council Procedure Rule 37, the Committee received representations from Liz Jefferson and Katrina Hulse (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 Masterplanning 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. Section 106 agreement (Grampian-style condition)
4. Construction Management Plan
5. Tree protection
6. Temporary surface water drainage
7. Flood risk and drainage
8. Site contamination
9. Coal mining legacy
10. Internal adoptable roads
11. Noise
12. Crime prevention
13. Redesign of parking around flats 76 to 81
14. External materials
15. Boundary treatments
16. External lighting
17. Landscaping
18. Ecological Design Strategy
19. Removal of permitted development rights
20. Cycle parking
21. Electric vehicle charging points
22. Waste storage and collection

(2) Resolve the drainage matters.

It was noted that should the proposed gravity designed drainage scheme require material changes to ground levels the revised plans would be returned to the committee for further consideration.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Firth, Goodwin, S Hall, Kane, Pattison, A Pinnock and Sokhal (7 votes)

Against: (0 votes)

10 **Planning Application - Application No: 2017/92568**

The Committee gave consideration to Planning Application 2017/92568 Erection of 59 dwellings with associated works and formation of associated parking with

Strategic Planning Committee - 26 September 2019

vehicular access from Woodhead Road (amended description) Land off Woodhead Road, Honley, Holmfirth.

RESOLVED –

- (1) That the content of the considered report be noted.
- (2) That officers be granted a further period of time to conclude negotiations on the section 106 agreement

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Firth, Goodwin, S Hall, Kane, Pattison, A Pinnock and Sokhal (7 votes)

Against: (0 votes)

11 Planning Application - Application No: 2018/93529

The Committee gave consideration to Planning Application 2018/93529 Change of use of vacant land to container and vehicle storage and erection of fence land at, Low Mill Lane, Ravensthorpe, Dewsbury.

RESOLVED – Delegate approval of the application and the issuing of the decision notice to the Head of Development and Masterplanning in order to complete the list of conditions including those contained within the considered report including:

- (1) Standard 3 years to implement permission
- (2) Plans and specifications
- (3) Lighting strategy
- (4-6) Land contamination
- (7) Hours of use
- (8) Air quality
- (9) Drainage design
- (10) Platform for storage containers
- (11) No alterations to ground levels
- (12) Landscaping
- (13) No storage of goods or materials outside of containers

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Firth, Goodwin, S Hall, Kane, Pattison, A Pinnock and Sokhal (7 votes)

Against: (0 votes)

12 Planning Application - Application No: 2018/93372

The Committee gave consideration to Planning Application 2018/93372 Installation of 2 highway surface water drainage attenuation basins Land Adj, Hade Edge AFC, Snittle Road, Hade Edge, Holmfirth.

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. Completion of development and brought into use within six months of commencement of development
 2. Standard plans condition
 3. Timing of Planting, seeding or tree management works forming part of the approved landscaping / restoration scheme
- (2) Secure a S106 agreement to cover the future maintenance of the surface water drainage system.
- (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 Goodwin, S Hall, Kane, Pattison and Sokhal (5 votes)

Against: Councillors Firth and A Pinnock (2 votes)

Contact Officer: Sheila Dykes

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 24th October 2019

Present: Councillor Steve Hall (Chair)
Councillor Charlotte Goodwin
Councillor Carole Pattison
Councillor Mohan Sokhal
Councillor Andrew Pinnock

Apologies: Councillor Donald Firth
Councillor Paul Kane

1 Membership of the Committee

Councillor Bill Armer substituted for Councillor Donald Firth.

2 Minutes of the Previous Meeting

The minutes of the meeting held on 26th September 2019 were approved as a correct record.

3 Interests and Lobbying

Councillor Steve Hall advised that he had been lobbied in relation to Application 2019/90151.

4 Admission of the Public

All agenda items were heard in public session.

5 Deputations/Petitions

A deputation was received from Kirklees Climate Emergency – Trees, Moorland and Rewilding Sub Group, with Save Greenhead Trees.

Mathias Franklin, Development Management Group Leader, provided a response.

6 Public Question Time

No public questions were asked.

7 Site Visit - Application No: 2019/90151

Site visit undertaken.

8 Site Visit - Application No: 2019/92787

Site visit undertaken.

9 Planning Application - Application No: 2019/90151

The Committee gave consideration to Planning Application 2019/90151 relating to the erection of 190 dwellings with associated landscaping and infrastructure, on land to the north of Cumberworth Road, Skelmanthorpe, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Karen Rowling (on behalf of Paula Sheriff MP), Tim Bamford, Frank Dolan, Gary Field, Helen France, Ray Lawson, Nick Ryden, Hazel Sharp and Simon Watson (objectors) and Matthew Burrow (on behalf of the applicant).

Under the provisions of Council Procedure Rule 36(1), the Committee received representations from Councillors Will Simpson and Graham Turner (Ward Members).

RESOLVED –

That consideration of the application be deferred to the next meeting of the Committee and that further details be provided in respect of:

- (i) Drainage management of the southern watercourse (on and off site) to achieve the long term maintenance and management arrangements for the scheme as proposed.
- (ii) Distribution of the affordable housing.
- (iii) Allocation of education contributions.
- (iv) Strengthening tree planting on the boundary.
- (v) Consideration of the need for/removal of the footpath link to Heather Fold.
- (vi) Size of the dwellings under the Minimum Space Standards.

A recorded vote was taken in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors Armer, Goodwin, S Hall, Pattison, A C Pinnock and Sokhal (6 Votes)

Against (0 votes)

10 Planning Application - Application No: 2019/92409

The Committee gave consideration to Planning Application 2019/92409 relating to the erection of a hotel with associated parking and landscaping and formation of new entrance from Bradley Mills Road, on land off Stadium Way, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Andrew Chapman and Gareth Davies (in support).

Under the provisions of Council Procedure Rule 36(1), the Committee received representations from Councillor Peter McBride (Ward Member).

RESOLVED –

That approval of the application and issue 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:

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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. Submission of Phase 2 Land Contamination Report.
6. The implementation of an intrusive contaminated land survey.
7. The submission of a site remediation strategy if required.
8. Implementation of site remediation strategy if required.
9. Submission of remediation validation if required.
10. Further supplementary ecological surveys.
11. Details of landscaping arrangements and boundary treatment.
12. A Landscape and Ecological Management Plan.
13. A Construction Environmental Management Plan.
14. A lighting design strategy for Biodiversity.
15. The installation of electric vehicle charging points.
16. The submission of a scheme detailing artificial lighting arrangements and restricting hours of operation.
17. Details of any extract ventilation system or air conditioning system to be installed.
18. Details of the location / design of any retaining structures.
19. A scheme for the design, provision, maintenance and management of a riverside walk route and connection with Huddersfield Public Footpath 104.
20. Layout and parking.
21. Access management plan.
22. Method of storage/access for waste.
23. Construction access.
24. Details of a Car Park Management Plan.
25. Details of a Travel Plan.
26. Air Quality Impact Assessment.
27. Noise Impact Assessment.
28. Odour Impact Assessment.
29. Scheme for dust suppression.
30. Scheme for eradication of Japanese Knotweed.
31. Scheme for renewable energy use.
32. Scheme to minimise energy use and waste generated and details of how waste generated is to be managed.
33. Treatment of all surface water flows from parking areas and hardstandings.
34. Flood resilient finishes to the building.
35. Flood warning and evacuation planning.
36. Flood routing through the development.
37. Surface water management during construction phase.
38. Surface water drainage design including calculations, modelling and exceedance flow routing.
39. Oil interceptor on car park drainage upstream of the attenuation structure.
40. Drainage management and maintenance plan.
41. Yorkshire Water (Separate drainage systems for foul and surface water, Surface water run off from hardstandings, Development in line with FRA and drainage strategy).

42. Stadium management plan to be updated during the construction phase and then again for the operational phase of the hotel.

and to secure a Section 106 agreement to cover the following matters:

- (i) Compensatory off site commuted sum towards Open Space (£158,234.79),
- (ii) Contributions to Cooper Bridge junction through KSEZ (Kirklees Strategic Enterprise Zone), contribution of £63,008,
- (iii) Contribution towards travel plan measures (£10,000),
- (iv) Contribution to be agreed after the submission of an Air Quality Assessment,
- (v) Sustainable Urban Drainage management and maintenance scheme,

in the circumstances where the Section 106 agreement has not been completed within 3 months of the date of the Committee's resolution then the Head of Development and Master Planning shall consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured; if so, the Head of Development and Master Planning is authorised to determine the application and impose appropriate reasons for refusal under Delegated Powers.

A recorded vote was taken in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors Armer, Goodwin, S Hall, Pattison, A C Pinnock and Sokhal
(6 Votes)

Against (0 votes)

11 Planning Application - Application No: 2019/92940

The Committee gave consideration to Planning Application 2019/92940 relating to the erection of 161 residential units, including a 50 unit extra care facility (all class C3), and public open space on land to the west of Ashbrow Infant and Nursery School, Ashbrow Road, Ashbrow, Huddersfield.

RESOLVED -

That approval of the application and the issue 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 Committee report, as set out below:

1. Time limit - 3 years.
2. Development in accordance with approved plans.
3. Phasing plan.
4. Ecological enhancement and management plans.
5. Construction management plan.
6. Contaminated land conditions.
7. Electric charging points.
8. Noise report and mitigation.
9. Details of junction and associated highway works.

Strategic Planning Committee - 24 October 2019

10. Details of internal adoptable estate roads.
11. Design and construction of retaining walls.
12. Detailed drainage design.
13. Separate systems of surface water and foul drainage.
14. Temporary drainage.
15. Gate between plots 14 and 15.
16. Scheme for PROW improvement works including lighting at junction of new footpath link and dedication of link as a PROW.
17. External lighting scheme for amenity and biodiversity.
18. Construction environmental management plan,

and to secure a Section 111 agreement to cover the following matters:

- (i) Public open space provisions including off-site commuted sum (£84,668) in lieu of equipped play and future maintenance and management responsibility of open space within the site plus £1,000 inspection fee to monitor the provision on site and application of the Play Space contribution;
- (ii) £227,221 towards Education (Ashbrow School and North Huddersfield Trust School);
- (iii) Sustainable Travel Fund contribution of £62,303 (to include Travel Plan monitoring);
- (iv) Arrangements for the future maintenance and management of surface water drainage infrastructure within the site,

in the circumstances where the Section 111 agreement has not been completed within 3 months of the date of the Committee's resolution then the Head of Development and Master Planning shall consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured; if so, the Head of Development and Master Planning is authorised to determine the application and impose appropriate reasons for refusal under delegated powers.

A recorded vote was taken in accordance with Council Procedure Rule 42(5) as follows:

For: Councillors Armer, Goodwin, S Hall, Pattison, A C Pinnock and Sokhal (6 Votes)

Against (0 votes)

12 Position Statement - Application No: 2019/92787

The Committee considered a Position Statement in relation to a planning application for the erection of 252 dwellings with open space, landscaping and associated infrastructure on land at Owl Lane, Chidswell, Dewsbury.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Paul Butler (on behalf of the applicant).

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Committee Members commented on the following issues: the number of car parking spaces that were shown as being detached from properties on the plans and the potential for parking to take place outside properties, causing congestion on already narrow roads; linking up of cycle lanes; the relationship of the site with the field that adjoins the boundary and which lies within Wakefield District's Green Belt; the request for a restriction on vehicles turning into Chidswell Lane and the mechanism for achieving access to the adjacent land; and the size of the proposed roundabout on Owl Lane and the highway infrastructure needed to ensure sufficient capacity to accommodate any further development.

RESOLVED –

That the contents of the Position Statement be noted.

Contact Officer: Richard Dunne

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 21st November 2019

Present: Councillor Steve Hall (Chair)
Councillor Donald Firth
Councillor Mohan Sokhal
Councillor Carole Pattison
Councillor Andrew Pinnock

The Committee held a one minute silence in memory of Councillor Paul Kane.

1 Membership of the Committee

No apologies for absence were received.

2 Minutes of the Previous Meeting

The minutes of the meeting held on 24 October 2019 was approved as a correct record.

3 Interests and Lobbying

Councillors Pattison, Sokhal, S Hall, A Pinnock and Firth declared that they had been lobbied on applications 2019/91656 and 2019/91433.

Councillors S Hall, Firth, and A Pinnock declared that they had been lobbied on application 2019/90151.

4 Admission of the Public

All items on the agenda were taken in public session.

5 Deputations/Petitions

No deputations or petitions were received.

6 Site Visit - Application No: 2019/91730

Site visit undertaken.

7 Site Visit - Application No: 2019/91433

Site visit undertaken.

8 Site Visit - Application No: 2019/91656

Site visit undertaken.

9 Planning Application - Application No: 2019/90151

The Committee gave consideration to Planning Application 2019/90151 Erection of 190 dwellings and associated landscaping and infrastructure Land to the North of, Cumberworth Road, Skelmanthorpe, Huddersfield.

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Under the provisions of Council Procedure Rule 37, the committee received representations from Ray Lawson, Helen France, Tim Bamford, Mark Lee, Claire Gould, Garry Field, Nick Ryden, Nigel Wilson and Paula Sherriff (objectors) and Matthew Burrow and Darren Linklater (on behalf of the applicant).

Under the provisions of Council Procedure Rule 36 (1) the committee received representations from Councillors Will Simpson and Graham Turner (local ward members).

RESOLVED – That consideration of the application be deferred to enable officers to prepare for consideration at the next committee meeting the following:

- (1) Fully drafted wording of the proposed conditions.
- (2) Further information on the matters outlined in the proposed section 106 Agreement.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

A motion to approve officers recommendation:

For: Councillors S Hall and Pattison (2 votes)

Against: Councillors Firth, A Pinnock and Sokhal (3 votes)

A motion to defer a decision on the application:

For: Councillors S Hall, Pattison, A Pinnock and Sokhal (4 votes)

Against: Councillor Firth (1 vote)

10

Planning Application - Application No: 2019/92912

The Committee gave consideration to Planning Application 2019/92912 Erection of single storey ancillary building Batley Girls High School Visual Arts College, Windmill Lane, Birstall, Batley.

Under the provisions of Council Procedure Rule 37, the committee received representations from Jim Grainger and Mark Limbert (on behalf of the applicant).

RESOLVED – Delegate approval of the application and the issuing of the decision notice to the Head of Planning and Development in order to complete the list of conditions including those contained within the considered report and the update list including:

- (1) Three years to commence development.
- (2) Approved plans and documents.
- (3) Building materials.

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- (4) Landscaping.
- (5) Protection of trees.
- (6) Time limitations regarding the removal of vegetation.
- (7) Land contamination.
- (8) Drainage maintenance and management.
- (9) Flood risk and drainage.
- (10) Construction access and management plan.
- (11) Ancillary building use restriction.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors S Hall, Firth, Pattison, A Pinnock and Sokhal (5 votes)

Against: (0 votes)

11 **Planning Application - Application No: 2019/90405**

The Committee gave consideration to Planning Application 2019/90405 Installation of artificial sports pitch, the erection of new floodlights, associated access works, and the formation and laying out of car and coach parking and landscaping YMCA, Lawrence Batley Recreational Complex, New Hey Road, Salendine Nook, Huddersfield.

RESOLVED – That the application be refused in line with the following reasons outlined in the considered report:

- (1) The site is designated in the Kirklees Local Plan as urban green space. There is insufficient information to justify the loss of urban green space and the loss of a rugby playing pitch. This is contrary to policies LP50 and LP61 of the Kirklees Local Plan, Sport England playing field policy exception E5 and Chapter 8 of the National Planning Policy Framework.
- (2) The applicant has failed to provide sufficient information to demonstrate that the proposed intensification of use in terms of noise and artificial lighting would not materially harm the amenity of neighbouring residents, particularly those residents adjacent to the car park and access points. This proposal is contrary to policies LP24 and LP52 of the Kirklees Local Plan and Chapter 12 of the NPPF.
- (3) The development of the site will result in the unacceptable loss of protected trees for which no detailed assessment or mitigation measures have been provided. Therefore the development would be contrary to policies LP24 and LP33 of the Kirklees Local Plan and Chapter 15 of the NPPF.

- (4) The applicant has failed to demonstrate that this proposal will not have a detrimental impact on the ecology of the area and that local biodiversity will not be detrimentally affected. The proposed development would not provide sufficient mitigation for the expected level of ecological impact, and a net biodiversity gain has not been demonstrated. This would be contrary to policy LP30 of the Kirklees Local Plan and Chapter 15 of the National Planning Policy Framework.
- (5) The submitted plans and information have not satisfactorily demonstrated that sufficient gradients of the proposed internal road can be constructed with consideration of the protected tree roots. The applicant has failed to provide a stage 1 safety audit of the junction arrangement with New Hey Road, along with more detailed drawing of the proposed highway layout. This would result in an unacceptable impact on highway safety, contrary to policies LP21 and LP24 of the Kirklees Local Plan and Chapter 9 of the National Planning Policy Framework.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors S Hall, Firth, Pattison, A Pinnock and Sokhal (5 votes)

Against: (0 votes)

12 Planning Application - Application No: 2019/91730

The Committee gave consideration to Planning Application 2019/91730 Erection of 95 dwellings (Amended description) Land north off, Scotgate Road, Honley, Holmfirth.

Under the provisions of Council Procedure Rule 37, the committee received a representation from Paul Butler (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 and the update list including:
1. Time limit (3 years).
 2. Development in accordance with approved plans.
 3. Approval of samples of materials.
 4. Investigation of mill infrastructure within the site (drainage).
 5. Detailed drainage design.
 6. Temporary drainage for construction.
 7. Contaminated land conditions and remediation.
 8. Construction management plans for amenity and highway safety.
 9. Tree protection measures.
 10. Ecological measures as identified in the Ecological Impact Assessment.

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11. External lighting strategy for biodiversity.
12. Electric vehicle recharging.
13. Composter for plots 11-26.
14. Retention of existing hedgerow and provision of new section of hedgerow to Scotgate Road.
15. Boundary treatment for plots 60 and 70 to address the Secure by Design issues.

(2) Secure a S106 agreement to cover the following matters:

- (i) Public open space provisions including off site commuted sum (£87,849) and future maintenance and management responsibilities of open space within the site.
- (ii) Contribution towards off-site highway works for signalised junction improvements at the Woodhead Road junction within Honley village (£10,000).
- (iii) Contribution towards travel plan measures (£10,000).
- (iv) 19 dwellings to be affordable with a tenure split of 10 being Social Rented and 9 being Sub Market
- (v) £163,561 towards Education requirements arising from the development.
- (vi) Sustainable Travel Fund measures comprising of £45,545 for Metro Cards and £10,000 for the upgrade of a bus stop.
- (vii) Future maintenance and management responsibilities of the surface water drainage infrastructure.
- (viii) Secure the provision of the access road up to the western boundary.

(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 S Hall, Pattison, A Pinnock and Sokhal (5 votes)

Against: Councillor Firth (1 vote)

13 **Planning Application - Application No: 2019/91656**

The Committee gave consideration to Planning Application 2019/91656 Erection of A1 foodstore with car parking, landscaping and associated works former Oakes Mill, New Hey Road, Oakes, Huddersfield.

Under the provisions of Council Procedure Rule 37, the committee received representations from Jonathan Wallace (who spoke in favour of a deferment), Alina Shiru (in support) and Will Brooke (on behalf of the applicant).

RESOLVED – That consideration of the application be deferred to allow for the submission of an updated retail analysis report in connection with planning application 2019/91433 and its implications on retail capacity for the area to be considered.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors S Hall, Firth, Pattison, A Pinnock and Sokhal (5 votes)

Against: (0 votes)

14 Planning Application - Application No: 2019/91433

The Committee gave consideration to Planning Application 2019/91433 Erection of an A1 foodstore with associated parking, servicing areas and landscaping former Spotted Cow Pub, New Hey Road, Oakes, Huddersfield.

Under the provisions of Council Procedure Rule 37, the committee received representations from Inder Bhullar and Malcolm Sizer (objectors), Robert Sleigh (in support) and Jonathan Wallace (on behalf of the applicant).

RESOLVED – That consideration of the application be deferred to allow:

- (1) For the submission of an updated retail analysis report and its implication on retail capacity for the area to be considered.
- (2) Officers an opportunity to demonstrate the impact that the loss of an allocated housing site would have on the council's ability to deliver the housing growth required over the lifetime of the Kirklees Local Plan.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors S Hall, Firth, Pattison, A Pinnock and Sokhal (5 votes)

Against: (0 votes)

15 Pre- Application Report 2019/20426

The committee received a pre-application report and associated presentation for reserved matters and conditions associated with outline permission ref 2016/60/92298/E for outline application for re-development of former waste water treatment works following demolition of existing structures to provide employment uses (use classes B1(c), B2 and B8) North Bierley Wastewater Treatment Works, Bradford Road, Oakenshaw.

RESOLVED - The Committee noted the contents of the pre application report and made comments on the proposed development.

Contact Officer: Sheila Dykes

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 19th December 2019

Present: Councillor Steve Hall (Chair)
Councillor Carole Pattison
Councillor Donald Firth
Councillor Andrew Pinnock
Councillor Mahmood Akhtar

Apologies: Councillor Mohan Sokhal

1 Membership of the Committee

Councillor Mahmood Akhtar substituted for Councillor Mohan Sokhal.

2 Minutes of the Previous Meeting

That the minutes of the meeting held on 21st November 2019 be approved as a correct record.

3 Interests and Lobbying

Councillor Carole Pattison advised that she had been lobbied in relation to Applications 2019/90151, 2019/91467, 2019/91656 and 2019/91433.

Councillor Andrew Pinnock advised that he had been lobbied in relation to Applications 2019/90151, 2019/90902, 2019/91467, 2019/91656, 2019/91433, 2019/91633, 2019/91630 and 2019/91404.

Councillor Donald Firth advised that he had been lobbied in relation to Applications 2019/90151, 2019/91467 and 2019/91433.

Councillor Steve Hall advised that he had been lobbied in relation to Applications 2019/90151, 2019/90902, 2019/91467, 2019/91656, 2019/91433, 2019/90626, 2019/91633, 2019/91630, 2019/91404 and 2019/92462.

4 Admission of the Public

It was noted that exempt information had been submitted in respect of Agenda Items 15,17, 18 and 19.

5 Public Question Time

The Committee received questions from Councillor Martyn Bolt in respect of:

- (i) engagement with Town and Parish Councils, by applicants, associated with statements of community involvement.

The Development Management Group Leader explained that although the submission of statements of community involvement by applicants was encouraged and was considered to be good practice this was discretionary, rather than a legal

Strategic Planning Committee - 19 December 2019

requirement. The content was not scrutinised by officers but could be subject to challenge by objectors.

- (ii) the inclusion of environmental impact assessments in the Committee's reports.

The Development Management Group Leader explained that the Local Planning Authority, as an entity, had to make decisions on planning matters. Climate change was a relevant issue that was being responded to in a positive way by the planning system and going forward it was a matter for Members, in terms of protocol, if this was to be specifically addressed within the Committee's reports.

6 Deputations/Petitions

No deputations or petitions were received.

7 Site Visit - Application Nos: 2019/91633, 2019/91630, 2019/91404

Site visit undertaken.

8 Site Visit - Application No: 2019/90902

Site visit undertaken.

9 Site Visit - Application No: 2019/90626

Site visit undertaken.

10 Site Visit - Application No: 2019/91467

Site visit undertaken.

11 Planning Application - Application No: 2019/90151

The Committee gave consideration to Planning Application 2019/90151 relating to the erection of 190 dwellings, with associated landscaping and infrastructure, on land to the north of Cumberworth Road, Skelmanthorpe, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received representations from; Councillor Alison Munro, Councillor Martyn Bolt on behalf of Mark Eastwood MP, Tim Bamford, Tim Bamford on behalf of Garry Field, Mark Lee, Nick Ryden, Richard Capewell, Frank Dolan, Hazel Sharp, Hazel Sharp on behalf of Laura Wilamott, Helen France and Nigel Wilson (objectors) and Matthew Burrow (on behalf of the applicant).

Under the provisions of Council Procedure Rule 36(1), the Committee received representations from Councillors Will Simpson and Graham Turner (Ward Councillors).

RESOLVED:

That authority be delegated to the Head of Planning and Development to approve the application and issue the decision notice, subject to the response from the Ministry of Housing, Communities and Local Government in respect of call-in of the application by the Secretary of State for Housing, Communities and Local Government, in order to:

Strategic Planning Committee - 19 December 2019

- (i) Complete the list of conditions, including those contained within the considered report and the planning update:

1. The development hereby permitted shall be begun not later than three years from the date of this permission.

Reason: Pursuant to the requirements of Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby approved shall be carried out in complete accordance with the plans and specifications schedule listed in this decision notice, except as may be specified in the conditions attached to this permission, which shall in all cases take precedence.

Reason: For the avoidance of doubt as to what is being permitted and so as to ensure the satisfactory appearance of the development on completion, in the interests of visual amenity, highway safety, the amenity of future residents and to accord with Policy LP24 of the Kirklees Local Plan and guidance in the National Planning Policy Framework.

3. Prior to the construction of any dwellings above footings levels details (and samples, where requested by the Local Planning Authority) of all external materials to be used have been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details

Reason: In the interests of visual amenity, to preserve and enhance the character and appearance of the settlement of Skelmanthorpe, and to accord with Policy LP24 of the Kirklees Local Plan and Chapter 12 of the National Planning Policy Framework.

4. No development shall commence until details of the phasing of the development have been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the details so approved.

Reason: To ensure the development is carried out in a comprehensive and controlled manner in order to accord with Policies LP5, LP24 and LP65 of the Kirklees Local Plan and Chapter 12 of the National Planning Policy Framework.

This is a pre-commencement condition to secure the necessary phasing plan at an appropriate stage of the development process.

5. No above ground works shall take place within each phase until a scheme of details of finished floor levels of each dwelling, together with corresponding finished ground levels and of surface and land drainage associated with any works, have been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out only in accordance with the details so approved and no dwelling shall be occupied until the works relating to that property have been completed. Thereafter the works shall be so retained.

Reason: To ensure the development is in character with its surroundings and to avoid adverse impacts to adjacent land/property, so as to accord with Policy LP24 of the Kirklees Local Plan and Chapter 12 of the National Planning Policy Framework.

6. Development shall not commence until a scheme detailing both hard and soft landscaping is submitted to and approved in writing by the Local Planning Authority. The landscape scheme shall have regard to the Biodiversity Management Plan and contain a full planting specification, including the layout, species, number, density and size of trees and plants and/or seed mixes and sowing rates. The scheme shall provide an indication of all existing trees and hedgerows on and adjoining the site, details of any to be retained, together with measures for their protection in the course of the development. The scheme shall detail the phasing of the landscaping and planting. The development and the works comprising the approved scheme shall be implemented in accordance with the approved phasing and from its completion, be maintained for a period of five years. If, within this period, any tree, shrub or hedge shall die, become diseased or be removed, it shall be replaced in the next planting season with others of similar size and species

Reason: To ensure satisfactory landscape treatment of the site which will enhance the amenity, character and appearance of the site and the area in accordance with Policy LP65 (Site Allocation HS140), LP24 and LP32 of the Kirklees Local Plan as well as Chapters 12 and 15 of the National Planning Policy Framework.

This is a pre-commencement condition to ensure the protection and implementation of key landscape features at an appropriate stage of the development process.

7. No removal of hedgerows, trees or shrubs shall take place between 1st March and 31st August inclusive, unless:

- (i) a competent ecologist has undertaken a survey of vegetation for active birds' nests immediately before the vegetation is cleared; and
- (ii) the ecologist has provided written confirmation that no birds will be harmed and/or that there are appropriate measures in place to protect nesting bird interest on site. Any such written confirmation should be submitted to the local planning authority.

Reason: To prevent significant ecological harm in respect of direct impacts to birds, their eggs, nests and young and to accord with Policy LP30 of the Kirklees Local Plan and the requirements of section 15 of the National Planning Policy Framework.

8. No development shall take place (including demolition, ground works, vegetation clearance) until a construction environmental management plan (CEMP: Biodiversity) has been submitted to and approved in writing by the local planning authority. The CEMP (Biodiversity) shall include the following.

- a) Risk assessment of potentially damaging construction activities.
- b) Identification of "biodiversity protection zones".
- c) Practical measures (both physical measures and sensitive working practices) to avoid or reduce impacts during construction (may be provided as a set of method statements).
- d) The location and timing of sensitive works to avoid harm to biodiversity features.
- e) The times during construction when specialist ecologists need to be present on site to oversee works.
- f) Responsible persons and lines of communication.
- g) The role and responsibilities on site of an ecological clerk of works (ECoW) or similarly competent person.

h) Use of protective fences, exclusion barriers and warning signs. The approved CEMP shall be adhered to and implemented throughout the construction period strictly in accordance with the approved details.

Reason: to ensure avoidance of ecological and subsequent harm in accordance with Policy LP30 of the Kirklees Local Plan and the requirements of section 15 of the National Planning Policy Framework.

This is a pre-commencement condition to ensure appropriate measures are designed and agreed prior to any potentially damaging operations associated to the construction phase.

9. Groundworks (other than those required for a site investigation report) shall not commence until a Phase II Intrusive Site Investigation Report has been submitted to and approved in writing by the Local Planning Authority.

Reason: To ensure the safe occupation of the site in accordance with Policy LP53 of the Kirklees Local Plan and paragraph nos. 178 and 179 of the National Planning Policy Framework

10. Where site remediation is recommended in the Phase II Intrusive Site Investigation Report approved pursuant to condition no. 9 further groundworks shall not commence until a Remediation Strategy has been submitted to and approved in writing by the local planning authority. The Remediation Strategy shall include a timetable for the implementation and completion of the approved remediation measures.

Reason: To ensure the safe occupation of the site in accordance with Policy LP53 of the Kirklees Local Plan and paragraph nos. 178 and 179 of the National Planning Policy Framework

11. Remediation of the site shall be carried out and completed in accordance with the Remediation Strategy approved pursuant to condition no. 10. In the event that remediation is unable to proceed in accordance with the approved Remediation Strategy or contamination not previously considered [in either the Preliminary Risk Assessment or the Phase II Intrusive Site Investigation Report] is identified or encountered on site, all works on the part of the site affected (save for site investigation works) shall cease immediately and the local planning authority shall be notified in writing within 2 working days. Unless otherwise agreed in writing with the local planning authority, works shall not recommence until proposed revisions to the Remediation Strategy have been submitted to and approved in writing by the local planning authority. Remediation of the site shall thereafter be carried out in accordance with the approved revised Remediation Strategy.

Reason: To ensure the safe occupation of the site in accordance with Policy LP53 of the Kirklees Local Plan and Chapter 15 of the National Planning Policy Framework.

12. Following completion of any measures identified in the approved Remediation Strategy or any approved revised Remediation Strategy a Validation Report which shall include verification/validation of any remedial measures set out in the Remediation Strategy shall be submitted to the local planning authority. Unless otherwise agreed in writing with the local planning authority, no part of the site shall be brought into use until such time as the remediation measures for the whole site have been completed in accordance with the approved Remediation Strategy or the approved revised Remediation Strategy and a Validation Report in respect of those remediation measures has been approved in writing by the local planning authority.

Reason: To ensure that the approved remediation measures are completed before the development is occupied in the interests of the health and wellbeing of future residents and in accordance with Policy LP53 of the Kirklees Local Plan and Chapter 15 of the National Planning Policy Framework.

13. No development shall take place, until a Construction Method Statement (CMS) has been submitted to, and approved in writing by the Local Planning Authority. The Statement shall provide for:

- a) Timetable of all works;
- b) Details of points of access for all construction traffic
- c) Pre-development road condition surveys of Cumberworth Road and Ponker Lane
- d) Vehicle sizes and routes, times of vehicle movements,
- e) Details and location of signage;
- f) The parking of vehicles of site operatives and visitors;
- g) Loading and unloading of plant and materials;
- h) Storage of plant and materials used in constructing the development;
- i) Wheel washing facilities within the site;
- j) Measures to control the emission of dust and dirt during construction;
- k) A scheme for recycling/disposing of waste resulting from demolition and construction works;
- l) Noise & vibration arising from all construction related activities to. This should also include suitable restrictions on the hours of working on the site including times of deliveries.
- m) Site manager and resident liaison officer contact details (including their remit and responsibilities)
- n) Artificial lighting used in connection with all construction related activities and security of the construction site.

The development shall be carried out strictly in accordance with the approved CMP and no change there from shall take place without the prior written consent of the Local Planning Authority. Upon completion of the development, post-development road condition surveys and a schedule, and timetable, of remedial works shall be submitted to and approved in writing by the Local Planning Authority, and the approved remedial works shall be carried out following the completion of all construction works related to the development.

Reason: In the interests of amenity and highway safety, to ensure the risk of flooding does not increase during the construction phase, to limit the siltation of any on-site surface water features, and to accord with policies LP21 and LP52 of the Kirklees Local Plan.

This is a pre-commencement condition to ensure appropriate measures to protect amenity, maintain highways safety and reduce flood risk are agreed at an appropriate stage of the development process.

14. No construction works in the relevant area(s) of the site shall commence until measures to protect the public water supply infrastructure that is laid within the site boundary have been submitted to and approved by the Local Planning Authority and implemented thereafter. The details submitted shall include but not be exclusive to the means of ensuring that any planting of vegetation is of a suitable species, a description of the necessary measures

to ensure that tree rooting systems shall not cause damage to the public water supply infrastructure and that access to the water main for the purposes of repair and maintenance by the statutory undertaker is retained at all times.

Reason: In order to allow sufficient access for maintenance and repair work at all times in the interest of public health and maintaining the public water supply, in line with Policy LP28 of the Kirklees Local Plan as well as Chapter 14 of the National Policy Framework.

15. Development shall not commence until a scheme detailing foul, surface water and land drainage, (including outfalls, balancing works, plans and longitudinal sections, hydraulic calculations, phasing of drainage provision, existing drainage to be maintained/diverted/abandoned,) has been submitted to and approved in writing by the Local Planning Authority. None of the dwellings shall be occupied until such approved drainage scheme has been provided on the site to serve the development or each agreed phasing of the development to which the dwellings relate and are retained thereafter.

Reason: To ensure that the development does not increase flood risk elsewhere, so as to accord with Policies LP27, LP28 and LP34 of the Kirklees Local Plan as well as Chapter 14 of the National Planning Policy Framework.

This is a pre-commencement condition as the drainage scheme is fundamental to ensuring that the new houses and roads do not increase flood risk elsewhere.

16. Development shall not commence until a scheme detailing the piping of the watercourse, including ancillaries such as headwalls, grilles, overflow pipework, has been submitted to and approved in writing by the Local Planning Authority. The scheme shall demonstrate a minimum stand-off distance of 4 metres from buildings and a demonstration that it is not compromised by dead loading. A stand-off distance from adjacent attenuation structures shall be agreed with the Lead Local Flood Authority and taking Yorkshire Water comments into account. The scheme shall also include detailed maintenance and management regime for the piped watercourse and works. No part of the development shall be brought into use until the watercourse piping works comprising the approved scheme have been completed. The maintenance and management regimes shall be implemented thereafter.

Reason: To ensure the effective disposal of surface water from the development so as to avoid an increase in flood risk and so as to accord with policies LP27, LP28 and LP34 of the Kirklees Local Plan as well as Chapter 14 of the National Planning Policy Framework.

This is a pre-commencement condition to ensure that drainage measures are designed and approved at an appropriate stage of the development process.

17. Development shall not commence until a scheme restricting the rate of surface water discharge from the site to a maximum of 3.5l/s to public combined sewer at Huddersfield Road and 6.3l/s to watercourse has been submitted to and approved in writing by Local Planning Authority. The drainage scheme shall be designed to attenuate flows generated by the critical 1 in 30 year storm event as a minimum requirement. Volumes generated greater than the 1 in 30 year critical storm up to and including the 1 in 100 year critical storm event with a 30% allowance for climate change

shall be stored on site in areas to be approved in writing by the Local Planning Authority. The scheme shall include a detailed maintenance and management regime for the storage facility including the flow restriction. There shall be no piped discharge of surface water from the development and no part of the development shall be brought into use until the flow restriction and attenuation works comprising the approved scheme have been completed. The approved maintenance and management scheme shall be implemented thereafter.

Reason: To ensure the effective disposal of surface water from the development so as to avoid an increase in flood risk and so as to accord with policies LP27 and LP28 of the Kirklees Local Plan as well as Chapter 14 of the National Planning Policy Framework.

This is a pre-commencement condition to ensure that drainage measures, including works adjacent to and above the watercourse are designed and approved at an appropriate stage of the development process.

18. The development shall not commence until an assessment of site design (engineering layouts, detailed road contours, back of kerb levels, boundary treatments, gardens and finished flow levels) in relation to the effects of 1 in 100 year storm events with an additional allowance for climate change, exceedance events and blockage scenarios on drainage infrastructure and surface water run-off pre and post development between the development and the surrounding area, in both directions, has been submitted to and approved in writing by the Local Planning Authority. No part of the development shall be brought into use (dwellings shall not be occupied) until the works comprising the approved scheme have been completed and such approved scheme shall be retained thereafter.

Reason: To ensure the effective disposal of surface water from the development so as to avoid an increase in flood risk and so as to accord with policies LP27 and LP28 of the Kirklees Local Plan as well as Chapter 14 of the National Planning Policy Framework.

This is a pre-commencement condition to ensure that drainage measures are designed and approved at an appropriate stage of the development process.

19. Development shall not commence until a scheme, detailing temporary surface water drainage for the construction phase (after soil and vegetation strip) has been submitted to and approved in writing by the Local Planning Authority. The scheme shall detail: - phasing of the development and phasing of temporary drainage provision. - include methods of preventing silt, debris and contaminants entering existing drainage systems and watercourses and how flooding of adjacent land is prevented. The temporary works shall be implemented in accordance with the approved scheme and phasing. No phase of the development shall be commenced until the temporary works approved for that phase have been completed. The approved temporary drainage scheme shall be retained until the approved permanent surface water drainage system, approved pursuant to condition no.15 is in place and functioning in accordance with written notification to the Local Planning Authority

Reason: To ensure the provision of adequate temporary means of drainage, in the interests of amenity, environmental wellbeing and to accord with Policies LP24, LP27, LP28 and LP34 of the Kirklees Local Plan and Chapters 12 and 14 of the National Planning Policy Framework.

This is a pre-commencement condition to ensure appropriate measures to protect amenity and maintain highways safety at an appropriate stage of the development process.

20. Prior to the construction of any dwellings above footings level, a plan detailing the provision of electric charging points shall be submitted for the written approval of the Local Planning Authority. The scheme shall meet at least the following minimum standard for numbers and power output:-

- A Standard Electric Vehicle Charging point (of a minimum output of 16A/3.5kW) for each residential unit that has a dedicated parking space
- One Standard Electric Vehicle Charging Point for every 10 unallocated residential parking spaces

Buildings and parking spaces that are to be provided with charging points shall not be brought into use until the charging points are installed and operational. Charging points installed shall be retained thereafter.

Reason: In the interest of supporting and encouraging low emission vehicles, in the interest of air quality enhancement, to comply with the aims and objectives of Policies LP24 and LP51 of the Kirklees Local Plan and Chapters 2, 9 and 15 of the National Planning Policy Framework.

21. No development shall take place until the wall to the site frontage has been set back to the rear of the proposed 2.4 x 43m visibility splays. The splays shall be clear of all obstructions to visibility and tarmac surfaced to adoptable standards, in accordance with details that have previously been approved (Reference: Transport Assessment, Appendix E, Drawing No, 17136/GA/01) in writing by the Local Planning Authority.

Reason: In the interest of the free and safe use of the highway in accordance with Policy LP21 of the Kirklees Local Plan and Chapter 9 of the National Planning Policy Framework.

22. No development shall take place until a scheme detailing the proposed internal adoptable estate roads have been submitted to and approved in writing by the Local Planning Authority. The scheme shall include full sections, drainage works, street lighting, signing, surface finishes and the treatment of sight lines, together with an independent safety audit covering all aspects of work. The approved scheme shall be completed in accordance with the phasing plan approved pursuant to condition no. 4.

Reason: To ensure that suitable access is available for the development, in the interests of highway safety and to accord with Policy LP21 of the Kirklees Local Plan as well as Chapter 9 of the National Planning Policy Framework. This is a pre-commencement condition to create a safe and accessible estate road network at an appropriate stage of the development process.

23. The buildings shall not be occupied until the areas to be used by vehicles and/or pedestrians have been surfaced and drained in accordance with details that have been approved pursuant to condition nos. 15 and 18.

Reason: In the interests of highway safety and to achieve a satisfactory layout in accordance with Policies LP20 and LP21 of the Kirklees Local Plan as well as Chapter 9 of the National Planning Policy Framework.

24. Before development commences details of storage and access for collection of wastes from the premises shall be submitted to and approved in writing by the Local Planning Authority. The approved details shall be provided before first occupation and shall be so retained thereafter.

Reason: In the interests of amenity and highway safety, to comply with the Council's sustainability objectives, and to accord with policies LP21 and LP24 of the Kirklees Local Plan as well as Chapter 9 and 12 of the National Planning Policy Framework.

This is a pre-commencement condition to ensure appropriate measures to protect amenity and maintain highways safety in relation to waste storage and collection at an appropriate stage of the development process.

25. No development shall take place until details of the siting, design, structural calculations and material to be used in the construction of retaining walls/ structures near or abutting highway have been submitted to and approved in writing by the Highways Authority. Thereafter the development shall not be brought into use until the approved works have been constructed. The said works shall be maintained throughout the life time of the development.

Reason: To ensure that any new retaining structures do not compromise the stability of the highway, in the interests of highway safety and to accord with Policy LP21 of the Kirklees Local Plan as well as Chapter 9 of the National Planning Policy Framework.

This is a pre-commencement condition to secure the necessary retaining highway structures at an appropriate stage of the development process.

26. Before any dwelling is occupied a detailed scheme for the provision of the new relocation of the 30 mph speed limit and any additional traffic calming provision shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall demonstrate that a suitable, satisfactory arrangement can be provided and include all necessary aspects of public consultation and review. Prior to first occupation, the statutory advertisement of the works shall have been completed and the means by which any objections to the Speed Limit Order can be overcome, agreed.

Reason: In the interests of highway safety and to achieve a satisfactory layout in accordance with Policies LP20 and LP21 of the Kirklees Local Plan as well as Chapter 9 of the National Planning Policy Framework.

27. Within the first 3 months of any part of the development being brought into use a travel plan shall be submitted to and approved in writing by the LPA. The travel plan shall include measures to improve and encourage the use of sustainable transport. The measures will include as a minimum:

- the inclusion and funding of an appropriate highway safety consultant
- residential travel plan fund
- the provision of bus/train information;
- car sharing facilities
- the introduction of working practices to reduce travel demand and
- the provision of on-site cycle facilities and information.

The Travel Plan will include details of when these measures will be introduced.

To support the promotion of the use of sustainable modes the travel plan will also include: how the travel plan will be managed; targets aimed at lowering car use, particularly single occupancy trips, from/to the site; a program for monitoring the travel plan and its progress and how the travel plan and its objective of more sustainable travel will be promoted. The approved travel plan shall thereafter retained throughout the lifetime of the development unless otherwise agreed in writing by the Local Planning Authority.

Reason: To comply with the Council's sustainability objectives and in the interests of highway safety and to allow for safe pedestrian access to and from the site, outlined in Policies LP1 and LP20 of the Kirklees Local Plan as well as Chapters 8 and 9 of the National Planning Policy Framework.

28. Before the development commences a scheme detailing the location and cross sectional information together with the proposed design and construction details for all new surface water attenuation culverts/ tanks located within the proposed adoptable highway footprint shall be submitted to and approved by the Highway Authority in writing. The approved scheme shall be completed in accordance with the phasing plan approved pursuant to condition no. 4.

Reason: In the interests of highway safety and to achieve a satisfactory highway network that can serve the development in accordance with Policies LP20 and LP21 of the Kirklees Local Plan as well as Chapter 9 of the National Planning Policy Framework.

This is a pre-commencement condition to ensure that the proposed drainage features can be successfully integrated into the highway network at an appropriate stage of the development process.

29. Prior to occupation of the development hereby approved measures to prevent and deter crime and anti-social behaviour shall be submitted to and approved in writing by the Local Planning Authority. Particular reference should be made to the Secured by Design Homes document (Version 2, March 2019). The development hereby approved shall be completed in accordance with the phasing plan approved pursuant to condition no. 4.

Reason: In the interests of preventing crime and anti-social behaviour and to accord with policy LP24 of the Kirklees Local Plan Chapter 12 of the National Planning Policy Framework.

30. No development shall take place/commence until a written scheme of archaeological investigation (WSI) has been [submitted to and] approved by the local planning authority in writing. For land that is included within the WSI, no demolition/development shall take place other than in accordance with the agreed WSI, which shall include the statement of significance and research objectives, and

- The programme and methodology of site investigation and recording and the nomination of a competent person(s) or organisation to undertake the agreed works

- The programme for post-investigation assessment and subsequent analysis, publication & dissemination and deposition of resulting material. This part of the condition shall not be discharged until these elements have been fulfilled in accordance with the programme set out in the WSI

Reason: To ensure that archaeological remains and features of interest are recorded in accordance with Policy LP35 of the Kirklees Local Plan and Chapter 16 of the National Planning Policy Framework.

This is a pre-commencement condition to ensure that any assets of archaeological interest are suitably recorded and investigated at an appropriate stage of the development process.

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31. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 as amended (or any Order revoking or re-enacting that Order) no development included within Classes A, B, E or F of Part 1 and Class A Part 2 of Schedule 2 to that Order shall be made to plots 110 to 116 and plots 154 to 165, as shown on the approved Layout Plan, drawing no. CRSK-2018-001 Rev N hereby permitted, without the prior written consent of the Local Planning Authority.

Reason: In order to ensure that further extensions or outbuildings do not result in harmful overlooking to occupants of neighbouring dwellings, in accordance with Policy LP24 of the Kirklees Local Plan and Chapter 12 of the National Planning Policy Framework.

- (ii) Secure a Section 106 agreement to secure the provision of:
1. Public open space provisions including off site commuted sum (£194,481.00) and future maintenance and management responsibilities of open space within the site and off-site landscaping to the western boundary.
 2. Maintenance and management responsibilities of drainage within the site. Additionally contribution of £20,000 to fund upgrading/improvements of off-site drainage infrastructure.
 3. Contribution towards a residential travel plan fund (£95,095.00) and Travel Plan Monitoring Fee, consisting of five payments of £2,000.
 4. 20% (i.e. 38 dwellings) of total number of dwellings (i.e. 190 dwellings) to be affordable, with a tenure split of 45% (i.e. 17 dwellings) “affordable rented” and 55% (i.e. 21 dwellings) to be “shared ownership dwellings.”
 5. £520,570.00 towards Education requirements arising from the development, including:
Primary Provision – Skelmanthorpe Academy = £284, 761.00
Secondary Provision – Scissett Middle School = £235, 809.00
 6. Securing a Biodiversity Management Plan, including securing a Biodiversity Management Body and the necessary Biodiversity Management Legal and Funding Mechanisms.

In circumstances where the Section 106 agreement has not been completed within 3 months of the date of the Committee’s resolution then the Head of Planning and Development shall consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured and, if so, the Head of Planning and Development is authorised to determine the application and impose appropriate reasons for refusal under delegated powers.

A recorded vote was taken in accordance with Council Procedure Rule 42(5) as follows;

For: Councillors M Akhtar, S Hall, C Pattison and A Pinnock (4 votes)

Against: Councillor D Firth (1 vote)

12 Planning Application - Application No: 2019/90902

The Committee gave consideration to Planning Application 2019/90902 relating to an outline application for the demolition of 1 dwelling and erection of 98 dwellings with consideration for access, landscaping and layout, to the rear of 271 Cliffe Lane, Gomersal, Cleckheaton.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Vernon Copley (objector) and Paul Leeming (on behalf of the applicant).

RESOLVED -

That authority be delegated to the Head of Planning and Development to approve the application and issue the decision notice, in order to:

- (i) Complete the list of conditions, including those contained within the report, as follows:
1. Three years to commence development
 2. Approved plans and documents
 3. Reserved matters
 4. Detailed Landscape Scheme
 5. Scheme detailing public rights of way
 6. Proposed site levels
 7. Arboricultural Method Statement and Tree Protection Plan
 8. Site investigation, remedial treatment and mitigation works for coal measures
 9. Construction Management Plan
 10. Temporary surface water drainage
 11. Flood risk and drainage details
 12. Surface water and foul water drainage discharge rates
 13. Drainage maintenance and management plan
 14. Submission of an Intrusive Site Investigation Report (Phase II Report)
 15. Submission of Remediation Strategy
 16. Implementation of the Remediation Strategy
 17. Submission of Validation Report
 18. Visibility splays and improvement works to access junction
 19. Internal adoptable roads
 20. External materials
 21. Boundary treatments
 22. Lighting design strategy for biodiversity
 23. Construction environmental management plan for biodiversity
 24. Biodiversity Net Gain Plan
 25. Removal of permitted development rights
 26. Cycle parking
 27. Electric vehicle charging points
 28. Travel Plan
 29. Waste storage and collection
 30. Crime prevention measures

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- (ii) Secure the signing of a Section 106 Agreement to secure the provision of:
1. Public open space provisions including off site commuted sum (£119,101.00) and future maintenance and management responsibilities of open space within the site.
 2. Implementation and maintenance of offsite drainage works. Maintenance and management responsibilities of drainage (including pumping station) within the site, until adoption.
 3. Contribution towards the provision of bus shelters at bus stops 23726 and 15480 (£26,000), a residential travel plan fund (£49,049.00) and Travel Plan Monitoring Fee, consisting of five payments of £2,000 (£10,000.00).
 4. 20% (i.e. 20 dwellings) of total number of dwellings (i.e. 98 dwellings) to be affordable, with a tenure split of 50% (i.e. 10 dwellings) “affordable rented” and 50% (i.e. 10 dwellings) to be “intermediate dwellings.”
 5. £262,948 towards Education requirements arising from the development, including: Primary Provision – Gomersal Primary (£26,946) and Gomersal St Mary’s (£62,247) = £89,193 Secondary Provision – Whitcliffe Mount = £173,754
 6. Implementation of the Phasing Plan

In circumstances where the Section 106 agreement has not been completed within 3 months of the date of the Committee’s resolution then the Head of Planning and Development shall consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured and, if so, the Head of Planning and Development is authorised to determine the application and impose appropriate reasons for refusal under delegated powers.

A recorded vote was taken in accordance with Council Procedure Rule 42(5) as follows;

For: Councillors M Akhtar, D Firth, S Hall, C Pattison and A Pinnock (5 votes)

Against: (0 votes)

13 **Planning Application - Application No: 2019/91467**

The Committee gave consideration to Planning Application 2019/91467 relating to the erection of 67 dwellings, with associated access and parking, on land to the south of Granny Lane, Mirfield.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Councillor Martyn Bolt on behalf of Mark Eastwood MP and Mirfield Town Council, Christine Sykes on behalf of Cheryl Tyler, Leanne McConnell, Frances Thompson, Andrew Kirby, Ian Woolin, Veronica Maher (objectors) Kate Broadbank, Geoff Bowman and Ross Oakley (on behalf of the applicant).

Under the provisions of Council Procedure Rule 36(1), the Committee received representations from Councillor Martyn Bolt, who also read out a representation on behalf of Councillor Vivien Lees-Hamilton (as Ward Councillors).

RESOLVED -

That authority be delegated to the Head of Planning and Development to approve the application and issue the decision notice, in order to:

- (i) Complete the list of conditions, including those contained within the considered report and the planning update:
1. Three years to commence development
 2. Approved plans and documents
 3. Materials
 4. Construction Management Plan
 5. Tree protection measures
 6. Temporary surface water drainage measures
 7. Detailed Flood risk and drainage measures
 8. Highways:
 - surface & drainage/ water attenuation measures of highways
 - details of the adoptable estate roads
 - construction management plan
 - details of all new retaining walls adjacent to the public highways
 9. Site contamination: further intrusive investigations & any remediation
 10. Noise assessment
 11. Dust suppression measures
 12. Provision of electric vehicle charging points
 13. Crime prevention measures
 14. External materials
 15. Boundary treatments
 16. Landscaping details
 17. Ecological Design Strategy
 18. Archaeological survey
 19. Details of play area equipment
 20. Details of emergency flood access
- and a condition requiring finished floor levels of the dwellings as recommended by the Environment Agency.
- (ii) Secure a Section 106 agreement to cover the following matters:
1. The provision of 13 affordable houses (56% social affordable and 46% intermediate)
 2. An off-site contribution of £58,808.00 to address the shortfall in open space requirements
 3. An educational contribution of £157,992
 4. Measures to encourage sustainable modes of transport including
 - Travel Plan monitoring and arrangements and fees:
 - £33,533.50 for bus only Residential MCards.
 - £10,000 for a real time information display at bus stop 17564
 - £10,000 to fund the Travel PlanTotalling £53,533.50.
 5. Arrangements to secure the long-term maintenance and management of public open space and the applicant's surface water drainage proposals

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including a £3,000 financial contribution to contribute towards the future upgrade of a piped water course at the southern edge of the site.

In circumstances where the Section 106 agreement has not been completed within 3 months of the date of the Committee's resolution then the Head of Planning and Development shall consider whether permission should be refused on the grounds that the proposals are unacceptable in the absence of the benefits that would have been secured and, if so, the Head of Planning and Development is authorised to determine the application and impose appropriate reasons for refusal under delegated powers.

A recorded vote was taken in accordance with Council procedure 42(5) as follows;

For: Councillors M Akhtar, C Pattison, A Pinnock (3 votes)

Against: Councillor D Firth (1 vote)

Abstain: Councillor S Hall

14 **Planning Application - Application No: 2019/91656**

The Committee gave consideration to Planning Application 2019/91656 Erection of A1 foodstore with car parking, landscaping and associated works - former Oakes Mill, New Hey Road, Oakes, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Ken Sims, Amanda Holmes and Inder Bhullar (in support), Will Brooke (on behalf of the applicant) and Jonathan Wallace (Objector).

RESOLVED –

1. Delegate approval of the application and the issuing of the decision notice to the Head of Planning and Development in order to complete the list of conditions including those contained within the considered report including:
 - i. Three years to commence development.
 - ii. Approved plans and documents.
 - iii. Development completed using stipulated materials.
 - iv. Construction Management Plan.
 - v. Temporary surface water drainage.
 - vi. Flood risk and drainage including further investigation into water courses on site.
 - vii. Highways conditions requiring details of proposed right turn lane from New Hey Road, details of onsite parking and construction management arrangements.
 - viii. Site contamination including further intrusive investigations following the demolition of site buildings.
 - ix. Noise and odour assessment regarding proposed extract ventilation equipment.
 - x. Provision of electric vehicle charging points.
 - xi. External materials.
 - xii. Boundary treatments.

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- xiii. External lighting.
 - xiv. Hours of use.
 - xv. Landscaping.
 - xvi. Ecological Design Strategy including bat mitigation
2. Secure a S106 agreement to cover the contribution towards provision of a bus shelter at bus stop 22494 (£13,000).
 3. That, pursuant to (2) above, in circumstances where the S106 Agreement has not been completed within three months of the date of the Committee's resolution, the Head of Planning and Development 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 Akhtar, S Hall, Pattison and A Pinnock (4 votes)

Against: Councillor D Firth (1 vote)

15 **Planning Application - Application No: 2019/91433**

The Committee gave consideration to Planning Application 2019/91433 Erection of an A1 foodstore with associated parking, servicing areas and landscaping - former Spotted Cow Pub, New Hey Road, Oakes, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received representations from Paul Stevens, Nigel Cussen, Inder Bhullar, Malcolm Sizer, Amanda Holmes (Objectors) and Jonathan Wallace (on behalf of the applicant).

RESOLVED -

That the application be refused for the following reasons outlined in the considered report:

1. The site comprises housing allocation HS38 in the Kirklees Local Plan. The proposed retail development is therefore contrary to the provisions of the development plan and the loss of the housing land would prejudice the council's ability to deliver the housing growth required over the lifetime of the plan.
2. The development would result in a significant adverse impact on the vitality of existing Local Centres when assessed cumulatively with planning application 2019/91556. This would be contrary to LP13 of the Kirklees Local Plan and guidance in the National Planning Policy Framework.

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3. The site lies within a predominantly residential area and the introduction of a large food store with prominent parking area to the frontage and associated signage would be at odds with the prevailing character of the area and would harm visual amenity, contrary to Policy LP24 of the Kirklees Local Plan and guidance in the National Planning Policy Framework.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

1. A vote to approve the application.

For : Councillors D Firth and Pattison (2 votes)

Against: Councillors S Hall and A Pinnock (2 votes)

Abstained: Councillor Akhtar

2. A vote to refuse the application

For: Councillors Akhtar, S Hall and A Pinnock (3 votes)

Against: Councillors D Firth and Pattison (2 votes)

16 **Planning Application - Application No: 2019/91633**

The Committee gave consideration to Planning Application 2019/91633 Outline application for extension and alterations to existing mill remains to create 33 no. apartments with parking and services at ground floor level, and change of use of former office building into one dwelling and the existing gate house to cycle parking facilities with ancillary works including the provision of open space - 4a, Ruth Street, Newsome, Huddersfield.

Under the provisions of Council Procedure Rule 36 (1) the Committee received a representation from Councillor Andrew Cooper (local ward member).

RESOLVED –

1. Delegate approval of the application and the issuing of the decision notice to the Head of Planning and Development in order to complete the list of conditions including those contained within the considered report and the update list including:
 - I. The Standard outline conditions (4): Reserved matters to be submitted within 3 years; Development to commence within 2 years of the last of the reserved matters; Reserved Matters to include - layout; scale and appearance; access and landscaping.
 - II. Highways conditions to include: access / visibility safeguard; provision of updated pavement/footpath for Hart Street frontage; surfacing and provision of car parking and servicing; provision of bin collection points; construction management plan; and Travel Plan.
 - III. Safeguarding public right of way along Hart Street during development.

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- IV. Environmental Health conditions; Decontamination and remediation; provision of Electric Vehicle Charging points Drainage conditions; Surface water and foul drainage details; Temporary drainage solution for construction period; Surface water flow reduction (at least 30%).
 - V. Biodiversity enhancement scheme.
 - VI. Removal of permitted development rights for extensions to any of the dwellings.
2. Secure a S106 agreement to cover the following matters:
- I. Following the submission of reserved matters applications on both 2019/91633, and 2019/91630, and the discharge of conditions on 2019/91404 a Viability reappraisal shall be undertaken.
 - II. Phasing of the development hereby approved and securing the implementation of the restoration of the existing mill, and
 - III. The subsequent provision and maintenance of the communal garden area.
3. That, pursuant to (2) above, in circumstances where the S106 Agreement has not been completed within three months of the date of the Committee's resolution, the Head of Planning and Development 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: Akhtar, D Firth, S Hall, Pattison and A Pinnock (5 votes)

Against: (0 votes)

17 **Planning Application - Application No: 2019/90626**

The Committee gave consideration to Planning Application 2019/90626 Alterations to convert former building to 25 dwellings (Listed Building within a Conservation Area) - Thornpark House, 31, Station Road, Batley.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Philip Fletcher (agent).

RESOLVED –

1. Delegate approval of the application and the issuing of the decision notice to the Head of Planning and Development in order to complete the list of conditions including those contained within the considered report including:
 - I. Three years to commence development.
 - II. Development in accordance with approved plans.
 - III. Revised details of roller shutter door to side elevation and retention of doorway to front elevation.

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- IV. Scheme for surfacing, lighting and marking out of car park.
 - V. Reporting of unexpected contamination.
 - VI. Bat activity survey and mitigation if necessary.
 - VII. Scheme for electric vehicle charging points.
 - VIII. Noise report and mitigation.
 - IX. Odour report and mitigation
2. Secure a revised a layout plan for 22 units.
 3. Secure a S106 agreement to cover the following matter: Four of the units to be affordable with a tenure split of 2 being Social Rented and 2 being Sub Market.
 4. That, pursuant to (3) above, in circumstances where the S106 Agreement has not been completed within three months of the date of the Committee's resolution, the Head of Planning and Development 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 Akhtar, D Firth, S Hall, Pattison and A Pinnock (5 votes)

Against: (0 votes)

18 Planning Application - Application No: 2019/91630

The Committee gave consideration to Planning Application 2019/91630 Outline application for erection of 30 dwellings and 12 apartments with ancillary works 4a, Ruth Street, Newsome, Huddersfield.

RESOLVED –

1. Delegate approval of the application and the issuing of the decision notice to the Head of Planning and Development in order to complete the list of conditions including those contained within the considered report and the update list including:
 - I. The Standard outline conditions (4): Reserved matters to be submitted within 3 years; Development to commence within 2 years of the last of the reserved matters; Reserved Matters to include - layout; scale and appearance; access and landscaping.
 - II. Highways conditions : access / visibility safeguard; provision of updated pavement/ footpath for Hart Street frontage; surfacing and provision of car parking and servicing; provision of bin collection points; construction management plan: and Travel Plan.
 - III. Safeguarding public right of way along Hart Street during development.

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- IV. Environmental Health conditions; Decontamination and remediation; provision of Electric Vehicle Charging points.
 - V. Drainage conditions: Surface water and foul drainage details; Temporary drainage solution for construction period; Surface water flow reduction (at least 30%).
 - VI. Biodiversity enhancement scheme.
2. Secure a S106 agreement to cover the following matters:
 - I. Following the submission of Reserved matters applications on both 2019/91633, and 2019/91630, and the discharge of conditions on 2019/91404 a Viability reappraisal shall be undertaken;
 - II. Phasing of the development hereby approved and securing the implementation of the restoration of the existing mill.
 3. That, pursuant to (2) above, in circumstances where the S106 Agreement has not been completed within three months of the date of the Committee's resolution, the Head of Planning and Development 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: Akhtar, D Firth, S Hall, Pattison and A Pinnock (5 votes)

Against: (0 votes)

19 **Planning Application - Application No: 2019/91404**

The Committee gave consideration to Planning Application 2019/91404 Listed Building Consent for internal and external alterations and works Newsome Mills, Ruth Street, Newsome, Huddersfield.

RESOLVED –

Delegate approval of the application and the issuing of the decision notice to the Head of Planning and Development in order to complete the list of conditions including those contained within the considered report including:

1. Time Limit of 3 years.
2. Development in accordance with the plans and details.
3. Method statement for the erection of any steel frame, the attachment of the remains of the mill building to the frame and the repair of the remains.
4. Method statement for the repair and conversion of the former mill and lodge buildings.
5. Structural survey including method of repairs for the clock tower.
6. Details of windows and doors.

7. Sample of materials to be submitted and agreed.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors: Akhtar, D Firth, S Hall, Pattison and A Pinnock (5 votes)

Against: (0 votes)

20 Planning Application - Application No: 2019/92462

The Committee gave consideration to Planning Application 2019/92462 Erection of 71 dwellings with associated works including new access off Lady Ann Road, regrading works and landscaping land at, Lady Ann Road, Soothill, Batley.

RESOLVED –

That the application be refused for the following reasons outlined in the considered report:

1. There is no information supporting the application relating to requirements to support local infrastructure. A S106 agreement is required to ensure contributions towards affordable housing, education, Public Open Space and play equipment. The proposed development, therefore, fails to achieve the requirements of policies LP4; LP11 and 49 of the Kirklees Local Plan.
2. The proposal fails to provide sufficient information to enable a meaningful assessment of the scheme in terms of ecological mitigation, impact on trees and landscape proposals. As such the scheme is contrary to policies LP30; LP32 and LP33 of the Kirklees Local Plan.
3. There is insufficient information to demonstrate that the proposed development would direct development away from the areas of flooding, contrary to policy LP27 of the Kirklees Local Plan and paragraph 155 of the National Planning Policy Framework.
4. Insufficient information has been submitted to demonstrate that the proposed development would not result in unacceptable highways impacts as required by policy LP32 of the Kirklees Local Plan and paragraph 109 of the National Planning Policy Framework.
5. There is insufficient information contained with the application to understand the potential impact of the proposed development on heritage assets, namely archaeology, based on the potential for the site to support historical findings, contrary to policy LP35 of the Kirklees Local Plan and paragraph 199 of the National Planning Policy Framework.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Akhtar, D Firth, S Hall, Pattison and A Pinnock (5 votes)

Against: (0 votes)

21 Planning Application - Application No: 2019/92957

The Committee gave consideration to Planning Application 2019/92957 Demolition of existing children's play gym/out of school club and erection of children's play gym (D2), children's private day nursery (D1) and cafe (A3) and formation of 68 car parking spaces and associated landscaping Land at, Knowle Lane, Meltham, Holmfirth.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Nick Willock (agent).

RESOLVED –

Delegate approval of the application and the issuing of the decision notice to the Head of Planning and Development in order to complete the list of conditions including those contained within the considered report including:

1. Development to be in full accordance with approved plans.
2. Submission of remediation strategy.
3. Implementation of remediation strategy.
4. Submission of validation report.
5. Access and parking conditions (including support stands or ground anchors for pedal cycles / motor cycles).
6. Electric vehicle charging points.
7. Landscape and ecological management plan.
8. Lighting design plan.
9. Drainage system plan.
10. Details of cladding and sheeting colours.
11. Condition on hours of use.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Akhtar, D Firth, S Hall, Pattison and A Pinnock (5 votes)

Against: (0 votes)

22 Planning Application - Application No: 2019/93329

The Committee gave consideration to Planning Application 2019/93329 Demolition of 3 dwellings and barn and erection of 2 detached dwellings with car ports, parking and gardens - Land off, Sugden Street, Oakenshaw.

RESOLVED –

Devolve Kirklees Council's development control functions to Bradford Metropolitan District Council for determination of the application subject to a submission from the Committee outlining concerns relating to:

1. The surfacing of the access track.
2. Measures to control access to prevent conflict between users of the Greenway & users of the site.

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3. Construction Management Plan.

A Recorded Vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Akhtar, D Firth, S Hall, Pattison and A Pinnock (5 votes)

Against: (0 votes)

23 Exclusion of the Public
Determined.

24 Planning Application - Application No: 2019/91433
The Committee received exempt information in respect of Application 2019/91433

25 Planning Application - Application No: 2019/91633
The Committee received exempt information in respect of Application 2019/91633.

26 Planning Application - Application No: 2019/91630
The Committee received exempt information in respect of Application 2019/91630.

27 Planning Application - Application No: 2019/91404
The Committee received exempt information in respect of Application 2019/91404.

Contact Officer: Richard Dunne

KIRKLEES COUNCIL

STRATEGIC PLANNING COMMITTEE

Thursday 23rd January 2020

Present: Councillor Steve Hall (Chair)
Councillor Donna Bellamy
Councillor Donald Firth
Councillor Andrew Pinnock
Councillor Mohan Sokhal
Councillor Mahmood Akhtar

Apologies: Councillor Carole Pattison

1 Membership of the Committee

Councillor Mahmood Akhtar substituted for Councillor Carole Pattison.

2 Minutes of the Previous Meeting

The minutes of the meeting held on 19 December 2019 were approved as a correct record.

3 Interests and Lobbying

Councillor Bellamy declared that she had been lobbied on application 2019/90988.

4 Admission of the Public

It was noted that exempt information had been submitted in respect of agenda item 15.

5 Public Question Time

No questions were asked.

6 Deputations/Petitions

No deputations or petitions were received.

7 Site Visit - Application No: 2019/92587

Site visit undertaken.

8 Site Visit - Application No: 2019/93633

Site visit undertaken.

9 Site Visit - Application No: 2017/92230

Site visit undertaken.

10 Site Visit - application No: 2019/90988

Site visit undertaken.

11 Local Planning Authority Appeals

The report was noted.

12 Planning Application - Application No: 2017/92230

The Committee gave consideration to Planning Application 2017/92230 Outline application for residential development Rodgers Plant Hire, Riverside Works, Woodhead Road, Honley, Holmfirth.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Andy Keeling (on behalf of the applicant).

RESOLVED -

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 condition (submission of reserved matters).
2. Standard outline condition (implementation of reserved matters).
3. Standard outline condition (reserved matters submission time limit).
4. Standard outline condition (reserved matters implementation time limit).
5. Ecology (lighting strategy).
6. Ecology (design strategy).
7. Contaminated land.
8. Affordable Housing (speculative).
9. Public Open Space (speculative).
10. Education (speculative).
11. Noise mitigation report.
12. Ventilation Report.
13. Air Quality (Charging point).
14. Drainage (scheme details).
15. Drainage (separate foul/surface).
16. Drainage (discharge rates).
17. Drainage (storm event assessment).
18. Drainage (ongoing maintenance).
19. Highways (site access details).
20. Highways (visibility splays).
21. Highways (provision of frontage footpath).
22. Highways (speculative metro cards + details).

A recorded vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Akhtar, Bellamy, D Firth, S Hall, A Pinnock and Sokhal (6 votes)

Against : (0 votes)

13 Planning Application - Application No: 2019/93633

The Committee gave consideration to Planning Application 2019/93633 Erection of first floor extension and alterations 230, Cumberworth Lane, Denby Dale, Huddersfield.

Under the provisions of Council Procedure Rule 37, the Committee received a representation from Harriet Frank (on behalf of the applicant).

RESOLVED -

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 timeframe for implementation (3 years).
2. Development in accordance with plans.
3. Footways to be provided to Cumberworth Lane site frontage.
4. Turning facilities to be provided.
5. Provision of the necessary secure cycle parking spaces.
6. Details of electric vehicle charging points.
7. Hours of use for commercial/industrial.
8. Provision of a noise management assessment.
9. Details securing appropriate reconstruction of boundary dry stone wall at Cumberworth Lane.
10. Submission of a detailed landscape scheme consisting of the side and rear boundaries.
11. Submission of a detailed long-term Landscape Management Plan.
12. Details of any additional tree works.
13. Ecological Design Strategy addressing mitigation and enhancement.
14. Submission of a Phase 1 Preliminary Risk Assessment Report.
15. Submission of a Phase 2 Intrusive Site Investigation Report.
16. Submission of Remediation Strategy.
17. Implementation of the Remediation Strategy.
18. Submission of Validation Report.
19. Details of any External Artificial Lighting.

A recorded vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Akhtar, Bellamy, D Firth, S Hall, A Pinnock and Sokhal (6 votes)

Against: (0 votes)

14 Planning Application - Application No: 2019/90988

The Committee gave consideration to Application 2019/90988 use of land for provision of camping facilities, formation of camper van sites, erection of 4 camping pods, toilet block and associated works Land adj, lock 38, Marsden Lane, Marsden, Huddersfield.

Strategic Planning Committee - 23 January 2020

Under the provisions of Council Procedure Rule 37, the Committee received representations from John Farmer, Peter Partridge, Liz Ballinger (objectors), Sophie Byram (in support) and Stephen Byram (applicant).

RESOLVED –

That consideration of the applicant be deferred to allow an opportunity for the applicant to: work with officers to reduce the scale of development; engage with neighbouring residents; and to submit plans to manage the security of the site in order to mitigate the risk of crime and anti-social behaviour and to reduce the impact on residential amenity.

A recorded vote was taken in accordance with Council Procedure Rule 42 (5) as follows:

For: Councillors Akhtar, Bellamy, D Firth, S Hall, A Pinnock and Sokhal (6 votes)

Against: (0 votes)

- 15 Position Statement - Application No: 2019/92587**
The Committee noted the contents of the report and made comments on the proposed development.
- 16 Exclusion of the Public**
Determined.
- 17 Position Statement - Application No: 2019/92587**
The Committee received exempt information in respect of Application 2019/92587.



Department for Digital, Culture, Media & Sport

Ministerial Support Team
4th Floor
100 Parliament Street
London SW1A 2BQ

T: 020 7211 6000
E: enquiries@culture.gov.uk

www.gov.uk/dcms

24 February 2020

Our Ref: TO2020/02171

Ms Andrea Woodside
Kirklees Metropolitan Council
Civic Centre 3
High Street
Huddersfield
HD1 2TG

Dear Mr Woodroffe,

Thank you for your correspondence of 16 January to the Prime Minister, the Rt Hon Boris Johnson MP, about the over-75 licence fee concession. Your letter has been passed to the Department for Digital, Culture, Media and Sport as this issue falls within the department's remit. I am replying as a member of the Ministerial Support Team.

The government is interested to note your council's resolutions on the over-75 television licence fee concession. The government are also disappointed by the BBC's decision not to continue to fully fund the over-75 licence fee concession. As stated in the Conservative party manifesto, the government recognise the value of free TV licences for over-75s and believe they should be funded by the BBC.

The government guaranteed the over-75 concession until 2020, however, following the 2015 funding settlement, the government agreed with the BBC that responsibility for the concession will transfer to the corporation in June 2020. The government and the BBC agreed this is a fair deal in return the government closed the iPlayer loophole and committed to increase the licence fee in line with inflation.

The future of the concession is therefore a matter for the BBC. An important way for audiences to hold the BBC to account is by telling them directly what they think about its services and programmes. If you wished to make a complaint related to the over-75 licence fee concession, details of the BBC complaints process can be found here: www.bbc.co.uk/complaints, or you can write to:

BBC Complaints
PO Box 1922,
Darlington,
DL3 0UR

I hope this information is helpful.

Yours sincerely,

Joseph Downing
Ministerial Support Team

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