



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

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Wednesday 25 November 2020

## **Notice of Meeting**

Dear Member

### **Overview and Scrutiny Management Committee**

The **Overview and Scrutiny Management Committee** will hold a **Virtual Meeting - online** at **2.00 pm** on **Thursday 3 December 2020**.

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

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

A handwritten signature in black ink, appearing to read "Julie Muscroft", on a light-colored background.

**Julie Muscroft**

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

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

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

### **Member**

Councillor Elizabeth Smaje (Chair)

Councillor Andrew Cooper

Councillor Harpreet Uppal

Councillor Andrew Marchington

Councillor Habiban Zaman

# Agenda

## Reports or Explanatory Notes Attached

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**Pages**

**1: Membership of Committee**

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

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**2: Minutes of Previous Meeting**

1 - 8

To approve the Minutes of the meeting of the Committee held on 29<sup>th</sup> October 2020.

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**3: Interests**

9 - 10

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

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**4: Admission of the Public**

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

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**5: Deputations/Petitions**

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

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

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## **6: Public Question Time**

Due to current covid-19 restrictions, members of the public may submit written questions to the Committee.

Questions should be emailed to [executive.governance@kirklees.gov.uk](mailto:executive.governance@kirklees.gov.uk) no later than **10.00 a.m. on 2<sup>nd</sup> December 2020**.

In accordance with Council Procedure Rules:-

- 51(10) - each person may submit a maximum of 4 written questions.
  - 11(5) - the period allowed for the asking and answering of public questions will not exceed 15 minutes.
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## **7: Council Response to Covid-19 - Update**

The Committee will be given an update in respect of the Council's response to Covid-19, including looking forward to 2021.

Contact:  
Emily Parry-Harries, Head of Public Health  
Jane O'Donnell, Head of Health Protection

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## **8: Climate Commission - Update**

11 - 22

The Committee will consider a progress report in respect of the development and establishment of the Kirklees Climate Commission.

The report also includes an update on the Council's annual internal carbon emissions reporting, against the target set in 2010.

Contact:  
John Atkinson, Project Manager, Public Protection

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**9: Work Programme 2020/21**

23 - 24

To consider items for inclusion in the Work Programme 2020/21.

Date of next meeting: 11<sup>th</sup> February 2021.

Contact:

Sheila Dykes, Principal Governance and Democratic Engagement  
Officer

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